



Unitarian Universalist Congregation

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Strategic Plan 2006 – 2011

Approved by the UUC April 23, 2006

The following pages are a record of the hopes and dreams communicated by members of the UUC during the planning process this year.

The Planning Committee has also recorded our commitment to action, to the practical steps we need to make our hopes reality.

THE PROCESS:

During October 2005, members of the Strategic Planning Committee facilitated eight Vision Groups to begin the process of shaping the UUC goals and objectives for 2006-2011. Sixty-two UUC members participated in these sessions. After compiling the data from the groups, we wrote five goals with accompanying objectives.

After that, we conducted interviews with the five professional staff members: Rev. Virginia Wolf (the Minister), Cheyenne Poeschel (DRE), Kris Simpson (Office Manager), Betty Kleemeier (Music Director), and Bobbie Kuchta (Choir Director). In these interviews we asked about how their jobs have changed in the last five years, what changes they anticipate in the future, what they would do if they had more time/resources, the obstacles in their jobs, and the qualities a person needs to effectively do their jobs.

We also conducted a survey of people who used to be members of the UUC, but now are not. Of the surveys we sent out, we received 50% back, filled out, and often with comments.

Once the Goals and Objectives were identified, we organized a congregational “Action Plan Workshop” for February 4, 2006. The purpose of the workshop was to establish plans of action for each of the goals and objectives. Twenty-six UUC members (plus the ten facilitators) contributed to the workshop. After the workshop, the facilitators posted the results of their sessions on the walls at the rear of the sanctuary. On the two Sundays following the workshop, we invited UUC members who were not able to attend to add their suggestions. Using the results of the workshop and the additions, we have integrated the action plans for the next five years into the goals and objectives. The plan was presented to the UUC Board, and they made a few minor changes. The Board approved the plan on March 3, 2006. The plan was then distributed to the members of the UUC for consideration at the Annual Meeting, April 23, 2006. The plan was modified slightly by amendments during the meeting, and then unanimously approved.

We believe that our new Strategic Plan provides us with a graphic map of what the members of the congregation want to happen in the next five years, a record of who should be responsible for the steps that will fulfill our goals, and a time-line suggesting when we can expect the actions to take place. For each action, we have identified a “Primary Agent,” the person, committee or other group primarily responsible for taking action. In addition, we have identified “Supporting Agents,” the other persons, committees or groups who will carry out supportive or authorizing actions. Please remember that “All Members of the UUC,” are the “Supporting Agents” for every action. The visions and goals presented here belong to all of us. All of us need to do everything we can do to make them become reality.

Thanks to all of you who participated in this process.

Submitted by the Members of the Strategic Planning Committee

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Strategic Plan 2006-2011

Unitarian Universalist Congregation Eau Claire

GOALS, OBJECTIVES, and ACTION PLANS

GOAL 1: MEMBERSHIP GROWTH: Extend the benefits and responsibilities of membership to a larger number of people.

Objectives: A. Increase membership by a net of 10% each year.

1. Action: Create a new UUC committee for "Community Outreach."
Primary Agent: UUC Board
When: Spring, 2006
2. Action: Develop an advertising strategy, including,
 - a. Collect and analyze demographic information to better target our advertising.
 - b. Select advertising outlets— examples: Family Times, UWEC Spectator, flyers in Family Resources Center and YMCA, distribute UU World to clinic offices, etc.Primary Agent: New Community Outreach Committee
Supporting Agents: Membership and RE Committees, UUC Board.
When: As soon as possible
3. Action: Advertise RE in our Wayside Pulpit.
Primary Agent: RE Committee
Supporting Agents: Persons responsible for Wayside Pulpit
When: August and September of each year.
4. Action: Continue successful outreach of our website.
Primary Agent: Community Outreach Committee
Supporting Agent: UUC web master
When: Ongoing
5. Action: Hold an Open House service where we promise no pressure and really good treats.
Primary Agent: New Community Outreach Committee.
Supporting Agents: Hospitality Committee, All members of the UUC
When: Once a year beginning in '06-'07.
6. Action: Help everyone feel welcome during gathering time and during the coffee hour.
Primary Agents: All members of the UUC
Supporting Agents: Membership Committee, members of the Board
When: Ongoing
7. Action: Invite friends, co-workers, neighbors, family, and acquaintances to UUC events.
Agents: Everyone in the UUC
Supporting Agents: Membership Committee, Community Outreach Committee, members of the Board
When: Ongoing, and at special "Bring a Friend" events such as the Harvest Auction.

B. Increase membership involvement in congregational activities and leadership roles.

1. Action: Sustain current activity groups, revive dormant ones (salon, for example), and create new ones—examples: gardening, canoeing.
Primary Agents: UUC Board
Supporting Agents: Membership Committee, individual UUC members
When: Ongoing
2. Action: Publicize the existence and functions of activity groups and invite participation. Tell other members, especially new members and friends, write newsletter articles about how much fun an activity has been.
Primary Agents: Group facilitators.
Supporting Agents: Everyone in the UUC
When: All the time.
3. Action: Sustain successful activities like the "Dinners for Eight," book group, movie group, etc.
Primary Agents: Group facilitators and active group members.
Supporting Agents: Everyone in the UUC
When: All the time.
4. Action: Establish an official committee home responsible the UUC website, student groups, etc.

Primary Agents: The UUC Board
Supporting Agents: The Committee Council, the Minister
When: Spring 2006

C. Successfully integrate new members.

1. Action: Organize a “mentoring” program to help integrate new members.
Primary Agent: Membership Committee
Supporting Agents: Volunteer mentors
When: September 2006
2. Action: Organize a “Sunday Lunch Bunch” to help new members get acquainted.
Primary Agent: Membership Committee
Supporting Agents: Volunteers
When: Fall 2006
3. Action: Establish a “grace period” for new committee members during which they are helped to feel welcome but encouraged to accept responsibilities only when they are truly ready.
Primary Agents: Committee Chairs.
Supporting Agent: Committee Council
When: Ongoing

D. Maintain a supportive and involved community while fostering growth and diversity.

1. Action: Communicate with members who have not recently attended services or programs.
Primary Agent: Caring Committee
Supporting Agents: Members of the UUC, Membership Committee
When: Ongoing
2. Acquaint members and friends with the functions of the Committee on Ministry.
Primary Agents: Membership Committee and Committee on Ministry
Supporting Agents: Web master, Caring Committee, Members of the UUC
When: Ongoing

E. Provide programs that reflect diverse religious/spiritual paths of members and potential members.

1. Action: Organize a UUC Vacation RE program for children in the summer.
Primary Agent: DRE and RE Committee
Supporting Agents: Volunteers (especially parents)
When: Summers
2. Action: Organize an “Elevator Talk” activity, beginning with an educational segment for planning the talk, culminating with an actual “elevator” demonstration. Speeches could be posted on the UUC website and/or published in the newsletter.
Primary Agent: Adult RE teacher
Supporting Agents: The Minister, Membership Committee
When: Annually at a First Friday Potluck
3. Action: Establish a procedure for using the existing Exit Survey for members who leave the congregation.
Primary Agent: The Membership Committee
Supporting Agent: Office Manager
When: Fall, 2006
4. Action: Continue to offer the “New Member Orientation Series” twice a year.
Primary Agent: Membership Committee
Supporting Agents: Minister, DRE, and volunteers
When: Fall and Spring Annually.

F. Study ways to alter our building and/or programming to accommodate a larger membership.

1. Action: Continue to study the feasibility of going to two services.
Primary Agent: Ad Hoc Two-Services Committee
Supporting Agents: UUC
When: On-going

2. Action: Investigate alterations to the sanctuary, chancel, or Gathering Room to add additional seating.
 Primary Agent: Building Committee
 Supporting Agent: UUC Board
 When: On-going

GOAL 2: PAID PROFESSIONAL STAFF: Increase paid professional staff to include:

- Full time Minister
- Full time “Life Span” DRE
- Full time Office Manager
- Part time Music Director
- Part time Custodian/Maintenance person

Objectives:

A. Incrementally increase the Minister’s contracted time to 100% over the next five years.

1. Action: Increase the Minister’s position to 80% in 2006-2007.
 Primary Agent: The UUC Board
 Supporting Agents: The Finance Committee and the UUC
 When: Spring Congregational meeting, 2006.
2. Action: Increase the Minister’s position to 85% in 2007-2008.
 Primary Agent: The UUC Board
 Supporting Agents: The Finance Committee and the UUC
 When: Spring Congregational meeting, 2007.
3. Action: Increase the Minister’s position to 95% in 2008-2009.
 Primary Agent: The UUC Board
 Supporting Agents: The Finance Committee and the UUC
 When: Spring Congregational meeting, 2008.
4. Action: Increase the Minister’s position to 100% in 2009-2010.
 Primary Agent: The UUC Board
 Supporting Agents: The Finance Committee and the UUC
 When: Spring Congregational meeting, 2009.

B. Initiate budget planning to include the cost of health insurance and retirement for the Minister and other future professional staff.

1. Action: Collect information about available insurance and retirement plans and costs.
 Primary Agent: Personnel Committee
 Supporting Agents: The Finance Committee and the UUC
 When: Begin in Fall, 2006, and ongoing thereafter.
2. Action: Recommend appropriate budgeting for insurance and retirement.
 Primary Agent: Personnel Committee
 Supporting Agents: The Finance Committee and the UUC
 When: Begin in Fall, 2006, and ongoing thereafter
3. Action: Provide financial support for health insurance and retirement for Minister
 Primary Agent: Finance Committee
 Supporting Agents: UUC
 When: As soon as possible.

C. Plan and carry out a successful search for a new Minister to replace The Minister when she retires.

1. Action: Reverend Virginia Wolf retires.
 Primary Agent: The Minister
 Supporting Agents: The Minister’s spouse, the UUC
 When: Spring of 2008, or Spring of 2009
2. Action: Hold a congregational meeting to decide whether to hire an interim Minister, to immediately initiate a search for a new “settled” Minister, or to pursue some other alternative.
 Primary Agent: The UUC Board
 Supporting Agents: The UUC
 When: As soon as The Minister officially announces her retirement.
3. Action: If the congregation decides to hire an interim Minister, contact the UUA Settlement Office and get advice about how to proceed.
 Primary Agent: UUC President
 Supporting Agent: The Minister

- When: As soon as possible after the congregational meeting*
4. *Action: If the congregation decides to immediately seek a new settled Minister, contact the UUA Settlement Office and get advice about how to proceed.*
Primary Agent: UUC President
Supporting Agent: The Minister
When: As soon as possible after the congregational meeting
5. *Action: If the congregation decides to pursue some other alternative, an ad hoc committee will be formed by the UUC Board to determine how to proceed.*
Primary Agent: UUC President
Supporting Agent: The Minister
When: As soon as possible after the congregational meeting

D. Plan and carry out a successful search for a “Life Span” DRE to replace Cheyenne when she retires.

1. *Action: Hire a part-time (.25) Special Programs Director of RE to handle all child care, to be the Director of Youth Services, to work on Intergenerational Worship Services, and other RE services as needed.*
Primary Agent: UUC Board
Supporting Agents: Personnel Committee, RE Committee, DRE
When: On time for the person to begin service in Fall, 2006.
2. *Action: Appoint DRE Search Committee when current DRE announces a retirement date.*
Primary Agent: UUC Board
Supporting Agents: Personnel Committee, RE Committee
When: Fall, 2006.
3. *Action: Develop the emerging Mission and Philosophy of our RE program.*
Primary Agents: The RE Committee and the UUC Board
Supporting Agents: Cheyenne, the DRE Search Committee, RE Teachers and Parents
When: Fall, 2006.
4. *Action: Write job description for Life-Span DRE*
Primary Agent: Personnel Committee
Supporting Agent: DRE Search Committee
When: Fall, 2006
5. *Action: Search and Screen DRE Candidates; Recommend candidate to Board.*
Primary Agent: DRE Search Committee
Supporting Agent: UUC Board
When: Spring, 2007
6. *Action: Hire part-time DRE for Fall of 2007, full-time by Fall, 2011.*
Primary Agent: UUC Board
Supporting Agents: UUC
When: Spring, 2007

E. Make the Office Manager Position full-time as soon as possible.

1. *Action: Increase the Office Manager Position to full time.*
Primary Agent: UUC Board
Supporting Agents: UUC Personnel Committee and the UUC
When: Spring, 2006
2. *Action: Secure funds in the annual budget for a full-time Office Manager.*
Primary Agent: UUC
Supporting Agents: Finance Committee and the UUC Board
When: Spring 2006

F. Continue to provide professional staff for the UUC Music Program.

1. *Action: Generate a plan to provide paid professional music staff*
Primary Agent: UUC Board
Supporting Agent: UUC Personnel Committee
When: January 2007
2. *Action: Include funding for paid music staff in future budgets.*
Primary Agent: UUC Board

Supporting Agents: Finance Committee and UUC

When: Beginning with 2006-2007 budget

3. Action: *Recruit and hire paid music staff*

Primary Agent: UUC Board

Supporting Agents: Music Coordinator and Choir Director

When: Fall, 2006

G. Begin planning for a professional building manager.

1. Action: *Generate a plan to define the Building Manager position.*

Primary Agent: UUC Personnel Committee

Supporting Agents: Building Committee, Office Manager

When: January 2007

2. Action: *Include funding Building Manager in future budgets.*

Primary Agent: UUC Board

Supporting Agents: Finance Committee, the UUC

When: Beginning with 2007-2008 budget

3. Action: *Recruit and hire a paid Building Custodial/ Maintenance person.*

Primary Agent: UUC Board

Supporting Agents: Personnel Committee, Building Committee and Office Manager

When: Initially part time. 2007-2008

H. Provide fair compensation for all paid professional staff members.

1. Action: *Carry out a review of compensations for all positions.*

Primary Agent: Personnel Committee

Supporting Agents: UUA

When: Fall, 2006

2. Action: *Communicate compensation standards to congregation.*

Primary Agent: Personnel Committee

Supporting Agents: Finance Committee, Minister and UUC Board

When: January 2007

GOAL 3: FINANCIAL SECURITY: Increase income sufficiently to cover on-going expenses and to meet future needs.

Objectives: A. Increase pledges.

1. Action: *Educate new members about appropriate pledging.*

Primary Agent: The Minister and Membership Committee

Supporting Agent: Finance Committee

When: Ongoing

2. Action: *Educate all members about appropriate pledging*

a. Create a handbook explaining congregational expenses

b. Use UUA resources to compare UUC pledging to other churches

c. Identify and study other churches that made dramatic increases in pledges

Primary Agent: Finance Committee

Supporting Agent: The Minister

When: Fall, 2007

3. Action: *Say "Thank You" more often and in more ways to those who have pledged.*

Primary Agent: UUC Board, the Minister

Supporting Agents: All members of the UUC

When: Ongoing

4. Action: *Assure that Canvass Committee is adequate in size and that it begins its work early enough.*

Primary Agent: UUC Board

Supporting Agents: Canvass Committee

When: September of each year.

5. Action: *Encourage UUC members to consider early and often what the UUC means to them.*

Primary Agent: Canvass Committee

Supporting Agents: UUC and the Minister

When: Ongoing

B. Increase income through other sources.

1. Action: *Continue endowment initiative.*

Primary Agent: Endowment Committee

Supporting Agents: UUC

When: Ongoing

2. Action: *Identify and apply for grants.*

Primary Agent: Finance Committee

Supporting Agents: UUC Board, the Minister, PSD Liaison

When: Ongoing

3. Action: *Establish Fundraising Sub-committee of the Finance Committee to develop events*

UU Folk Music Festival

Annual Flea Market/Garage Sale

Used book sales

UU Cookbooks

Choir creates a CD to sell

Sell fluorescent light bulbs

Sell Sunday Leader Telegram at church

Create and market unique UUC item through the UUA catalogue

Primary Agent: New Fundraising Sub-Committee

Supporting Agents: UUC

When: Ongoing

4. Action: *Get more building rentals.*

Primary Agent: Community Outreach Committee

Supporting Agent: UUC Board

When January 2007

C. Decrease expenses.

1. Action: *Monitor energy usage and reduce where possible.*

Primary Agent: Building Committee

Supporting Agents: Anyone who sets a thermostat in the UUC building

When: Ongoing

2. Evaluate effectiveness of our current advertising expenditures.

Primary Agent: Community Outreach Committee

Supporting Agent: Membership Committee

When: January 2007

GOAL 4: COMMUNITY RECOGNITION: Make the UUC a positive, recognized religion in the Chippewa Valley.

Objectives: A. Develop procedures for communicating UU perspectives in the larger community.

1. Action: *Establish a new UUC Committee for Community Outreach.*

Primary Agent: UUC Board

Supporting Agent: UUC

When: As soon as possible.

2. Action: *Define the mission of the Community Outreach Committee, including responsibility for studying and defining who we are and how others perceive us.*

Primary Agent: UUC Board or ad-hoc committee appointed by the Board.

Supporting Agent: UUC

When: As soon as possible.

3. Action: *Identify and articulate the full scope of who UUC members are as individuals.*

a. Create, conduct, compile and analyze a "member activity inventory."

b. Create a profile of UUC social justice and environmental activities, especially those inspired UU principles.

Primary Agent: Community Outreach Committee

Supporting Agent: UUC

4. Action: *If and when the UUC takes a stand on Social Justice issues, then we should publicize that stand.*

Primary Agent: Community Outreach Committee

Supporting Agent: UUC Board, UUC

When: Fall, 2006

5. Action: *Identify and articulate to our own members, friends and visitors, the elements of our collective identity as a congregation.*

- a. Highlight the social justice and environmental activities of (willing) members in newsletters, on the website, in the announcements pages of the Sunday Service Program, and in our orientation sessions.
 - b. Invite friends and acquaintances to UU sponsored events.
 - c. Recognize Minister and staff involvement in community activities.
 - d. Establish a UU-logo merchandise center so members can share UU identity in public.
 - e. Establish a “ride-share” program for UUC services and activities.
 - f. Include the adult/child “Principles and Sources” element more often in the Sunday Services.
- Primary Agent: Community Outreach Committee, every member of the UUC.
Supporting Agents: Appropriate committees.

When: Ongoing

6. Action: Communicate the good news of the UU faith and the congregation’s existence to the larger community.

- a. Study available media outlets and get our message on them as often as possible (especially those that are free).
- b. Work on elevator speeches and give them whenever possible.
- c. Establish new major events—e.g.: winter farmers’ market, annual folk music festival, summer youth camps, pilgrimages and excursions.
- d. Create and market a UU Calendar depicting UUs living and acting their beliefs.
- e. Advertise sermon and forum topics.
- f. Distribute UUC information at local events-- festivals, UWEC orientations, newcomers’ groups.
- g. Improve the aesthetics of the building exterior.
- h. Add “zest” to the Wayside pulpit—for example, add color.
- i. Create a flyer and use it to leaflet our neighbors.
- j. Search for ways to collaborate with other churches.

Primary Agent: Community Outreach Committee, every member of the UUC

Supporting Agents: Appropriate Committees

When: Ongoing

7. Action: Increase all forms of advertising and public exposure.

- a. Have a banner made that can be displayed outdoors at the many events UUC members attend: Junteenth, PRIDE picnic, Earth Day Celebrations, baseball games, etc.
- b. Locate places in community that allow postings, and post UUC announcements and brochures-- motels, laundromats, stores entries, UWEC campus kiosks, etc. Create a publicity packet to distribute to any free outlet.
- c. See if “Hometown Greeters” allows church information in the welcoming packets.
- d. Offer UUC t-shirts for sale (YRUU design them?). Wear to Women in Black, Community Table, Beacon House, Sierra Club, and everywhere else you go where you might meet a potential UU.
- e. Order pens with UUC information on them for distribution to new members and to potential members wherever we go.
- f. Open our building during the International Folk Festival downtown. Have an event scheduled during that time—activities for kids, a food booth, singing meditation, etc.
- g. Plan a booth and/or activities for the Day of Unity Celebration at Owen Park in October

Primary Agent: Community Outreach Committee, every member of the UUC

Supporting Agents: Appropriate Committees, UUC Board

When: Ongoing

8. Action: Design and create a new banner for the UUC.

Primary Agent: Community Outreach Committee

Supporting Agent: Circle Group, individual volunteers

When: Fall, 2006

B. Sponsor a social justice or environmental effort.

1. Action: Create and carry out a major justice social effort once a year in one of the following areas— child-advocacy, peace, GBLT, the environment, easing poverty, prison reform, issues of race, issues of gender, and so on.

Primary Agent: Social Responsibility Committee

Supporting Agents: UUC

When: Ongoing each year

2. Action: Communicate to the larger community the actions of the UUSC and the positions of the UUA on social justice and environment issues.

Primary Agent: Social Responsibility Committee

Supporting Agent: All UUC members.

When: Ongoing

C. Serve religious needs of UU students at UWEC.

1. Action: Support UWEC UU group.

Primary Agents: UUC members who work at or attend UWEC

Supporting Agent: UUC Board and other members, DRE

When: As soon as possible.

2. Action: Establish a network of UUC young people who now attend post-secondary schools.

Primary Agent: Current UUC YRUU, DRE

Supporting Agents: UUC Board and other UUC members

When: Fall, 2006.

GOAL FIVE: BUILDING AND GROUNDS ISSUES: Maintain and improve the physical facility.

Objectives: A. Plan and carry out projects to repair and improve the building and grounds.

1. Action: Install a new roof on the old part of the UUC building.

a. Inspect the rafters and roof decking and photograph potential problem areas.

b. Get estimates from roofing contractors.

c. Consider related repairs—sofits, stone coping, gutter, tuck pointing

d. Compile a budget.

Primary Agent: Building Committee

Supporting Agent: UUC Board

When: Spring, 2006

2. Action: Consider ways to fund roof replacement and related repairs, e.g., . . .

a. Establish a special "Save the Roof" fund.

b. Put a portion of the funds needed in each annual budget for the next five years.

c. Hold back some of the Capital Campaign funds and accept a larger mortgage at RCU.

Primary Agent: Finance Committee and UUC Board

Supporting Agents: UUC

When: Spring, 2006

3. Action: Replace deteriorating and/or inadequate windows.

b. Calculate energy savings yielded by replacing window units and establish a priority list.

a. Install genuine window units to replace the plexi-glass in the big round windows.

b. Replace the window units on the South side of the Buddha Room and on the steeple stairway.

c. Replace the thermal glass panes on the Gathering Room windows,

d. Repair and weatherproof the stained glass windows of the two West entries.

Primary Agent: Building Committee, Joseph Priestly Circle

Supporting Agent: UUC Board and UUC

When: Spring, 2006

4. Action: Find appropriate ways to fund window replacement.

Primary Agent: Finance Committee

Supporting Agent: UUC Board and UUC

When: Fall, 2006

5. Action: Relocate sound controls to the Northwest corner of the sanctuary, build a new console, and upgrade the electrical and sound equipment.

Primary Agent: Building Committee working with electrical and sound system professionals

Supporting Agents: UUC Board and UUC

When: Spring, 2007

6. Action: Complete the Northwest stairwell renovation.

Primary Agent: Building Committee

Supporting Agents: UUC Board and UUC

When: As soon as possible.

7. Action: Repair the exterior light fixtures on the West side.

Primary Agent: Building Committee

Supporting Agents: UUC Board and UUC

When: Spring, 2007

8. Action: *Repair entry doors and frames on the West side.*

Primary Agent: Building Committee

Supporting Agents: UUC Board and UUC

When: Summer, 2007

9. Action: *Continue to hold "Work Days" once or twice a year.*

Primary Agent: Building Committee

Supporting Agents: UUC Board and UUC

When: Ongoing

10. Action: *Establish a workbench and tool storage area in the building.*

a. Build a storage area and workbench.

b. Establish a "wish list" of tools to be housed in the tool storage area.

c. Publish the "wish list" in UUC newsletter.

Primary Agent: Building Committee

Supporting Agents: UUC Board and UUC

When: Initiate in Spring, 2006, and ongoing thereafter.

B. Renovate chancel space according to original plan.

1. Action: *Carry out the existing design for the remodeling of the chancel.*

a. Create an ad-hoc "Chancel Committee."

b. Create and implement a funding plan for the chancel project.

c. Hire contractor to implement design.

Primary Agent: UUC Board

Supporting Agents: Chancel Committee, Finance Committee, and Contractor

When: Initiate in Spring, 2006, and complete project in Fall, 2009.

2. Action: *Remove and find an appropriate way to dispose of the organ.*

Primary Agent: Chancel Committee

Supporting Agents: Building Committee, UUC Board and UUC

When: Fall, 2007

C. Provide adequate custodial/maintenance services for building and grounds.

1. Action: *Create a job description for Building Manager, including estimates for time requirements, qualifications, responsibilities, and salary.*

Primary Agent: Personnel Committee

Supporting Agents: Office Manager, Chair of the Building Committee, and the UUC Board.

When: Begin process in Spring, 2006.

2. Action: *Find funding necessary to pay the Building Manager.*

Primary Agent: Finance Committee

Supporting Agents: UUC Board, UUC

When: Fall, 2007

3. Action: *Until Building Manager position is filled, continue to hire professional cleaning service to do routine cleaning during the church year.*

Primary Agent: UUC Board

Supporting Agents: Finance Committee, UUC members.

When: Ongoing

4. Action: *Recruit and hire Building Manager.*

Primary Agent: UUC Board

Supporting Agent: Personnel Committee

When: Fall, 2008

Final Approval by UUC on April 23, 2006