

**Chautauqua United Church of Christ Society  
Annual Meeting  
Sunday August 19 2021  
Unapproved Minutes to be approved at the August 2022 Annual Meeting**

**Welcome and Call to Order:** John Botti, President  
30 members of the society were in attendance.  
Board members were introduced.

**Opening prayer** – Rev Peggy O’Connor, Chaplain Administrator for 2<sup>nd</sup> half of the season.

**Service of Remembrance** – Rev Peggy O’Connor  
Peggy led a short time of remembrance for Chautauqua UCC Society members who had died since we last were together. Deaths since our annual meeting in 2019 were included:

2020

John Bulloch

Robert J. Rodgers

Lloyd Mueller

Caroline Windsor

Elizabeth (Liz) Wright

Rev. Thomas Kerns

(Elizabeth Witzleben) – included at annual meeting in 2020, but not read in 2021

2021

Norm Joslin

Mildred MacVeigh

Ernest M. Hawk

Sandra Nolan

Rev. Evelyn Aurand

Reid Huntley

Carol Heglund

**Approval of minutes** of 2019 Annual Meeting

Motion to Approve – Curt Ackley, 2<sup>nd</sup> – Nancy Loy

Approved

**Chaplain Administrator Reports:** Rev. Peggy O’Connor and Rev. John Rodgers (in absentia)  
Peggy praised the skills the staff brings to their jobs. She referenced a long list of facility issues which need to be addressed and the death of Sandy Nolan, our capable gardener. The importance of volunteers was emphasized – life blood of our Society.

There were hiccups in the season due to cancellations of COW’s and COVID protocols changing but guests in our facilities have remained healthy due to the careful adherence to safety protocols in our spaces.

Special guests were invited into our space: Rev Dr John Dorhauer, General Minister and President of the UCC, and Rita Auerbach, renowned artist/painter in the Chautauqua community. We also had the new Vice President of Diversity for the Chautauqua Institution come for dinner one week. Our location and historical presence on the grounds makes us uniquely poised to have influence and a welcoming ministry to all who pass by and through us.

Our Taizé services, blessing and healing services are well attended and used. Randall Chapel is used for special rehearsals, theater presentations and the like. We continue to offer radical hospitality and uniquely so in a season of COVID. Many times drinks were offered from the porch rather than from the foyer.

The board is given a shout out for the careful planning for the safety of all guests and visitors. It was appreciated that decisions about safety during the season was given fully to the staff, who were the boots on the ground.

Peggy wants to challenge the board to fully live into the statement on Systemic Racism, recognizing how white we are, how white the institution is and how we can provide and communicate that the CUCCS is a safe place.

**Presidents' Report:** John Botti

Thanks to the staff – applause and recognition: Hosts: Nancy Loy/Tom Worley, David and Margaret Graves, Nancy and Curt Ackley, and in absentia Dana and David Wright, Registrar Grace Lipman, Facilities Manager Evadne Giannini. Thanks to Ruth Becker for providing music.

A year like no other, as was last year. Thanks to the board for doing their work, always being prepared. Plea for volunteers.

**Vice President:** Sue Peterson

Thanked John for leadership.

**Registrar:** Grace Lipman

Singular thing heard from guests was how appreciative they were that we were open and at 50% capacity. It made them feel safe and made them feel the board had prepared thoroughly and thoughtfully for the season.

Registration schedule was delayed because of COVID. Beginning of the season had very few guests. Weeks 8 & 9 reached 50% capacity. 30 guests in the MF dining room were 50%. We reached 68% of the 50% capacity. 3 new life members and 22 new or renewing annual members. We had a pleasant surprise in a new life member/guest for the season – a member of the Institution Board of Directors. His presence with us greatly enhanced his understanding of Denominational House community living and we were able to discuss with him many ideas and thoughts about the work of the Institution Board.

Though we were fewer in guests, we had a special summer in building relationships more intimately.

**Treasurer's Report:** Rachel Barnard

Fewer room gifts than normal due to 50% capacity mandate and only reaching 68% of that 50%. Main source of income. Some generous extra gifts came in but not enough to cover general expenses. Last year we voted to use 4% of the rolling 3-year value of the endowment in helping to meet our actual budget needs.

Balance sheet: the Society has in operating cash about \$95,000 at present. We will use about \$20,000 of that to get through the rest of the year. We have about \$875,000 in the Endowment Fund and a few restricted funds.

The 2022 budget presented is based on the actuals from 2019 because that was the last season we were in full operation. Room gifts are hoping to be at 90% in 2022. Insurance has gone up. About \$25,000 from the Endowment grant is expected and included. The rest of the proposed budget is about what it was in 2019.

Motion to approve: Tom Worley, 2<sup>nd</sup> Susan Cartmell

Approved

**Endowment Trustees Report:** Curt Ackley

Introduced Endowment Living Legacy Circle. Encourage Society members to write into their Estate plans a percentage amount (or cash amount) for the Society. Making a gift enables the Society to move forward with confidence that affordable housing will be available on the grounds of Chautauqua Institution. Members are invited to be Charter members of the Living Legacy Circle. That opportunity is open until the end of 2022. Encouragingly, in exploring, discussing and developing this opportunity, the committee discovered that many in the Society have already written CUCCS into their estate plans.

Governance Committee Report: Sue Peterson

Board Candidates (all incumbent): Joe Twist, Rachel Barnard, Shannon Washington, John Forrestal.

Officers: John Botti – President, Sue Peterson – Vice President, Ruth Becker – Secretary, Rachel Barnard – Treasurer

Endowment Trustee: Mary Ann Moen

Motion to approve: Peggy O'Connor, 2<sup>nd</sup> Curt Ackley

Approved

Members are encouraged to think about becoming board members.

**Personnel Committee Report:** Shannon Washington – report given by John Botti

Responsible for CA's, hosts, Registrar and Facilities Manager

The first year of having a split season with 2 Chaplain Administrators worked well. Proposal for the model to continue.

John and Susan Rodgers assigned to weeks 0-4, Peggy O'Connor and Susan Cartmell assigned to weeks 5-9.

Hosts: 2022 – first half of season; RCH David and Dana Wright, MF Tom Worley/Nancy Loy; 2<sup>nd</sup> half of season RCH David and Margaret Graves, MF Evadne and Maura Giannini

Hosts 2023: There will be one host opening. CA's will provide the committee assessments of each staff member's performance. Additional discussions between committee members and staff will occur to glean feedback or recommendations for future seasons.

**Facilities Report:** John Forrestal/Evadne Giannini

Attention to repairs/remodels in the Mayflower. A special analysis started with 2020 campaign and is ongoing with all three buildings. The goal of the committee is to put a 5-year plan in place. Wifi is being upgraded. Issues in the new bathrooms are being ironed out: user friendly locks, night lights at night, pocket door issues. Volunteers are welcome. Focus on RCH now as well as outstanding issue at the MF.

**Program and Promotions Committee:** Welling Hall – report given by John Botti

Introduced board to zoom in fall of 2019 (how providential!)

High rate of opening of our website postings and emails. Major interest in special focus on people and events that appear in our newsletters.

**Old Business:**

None

**New Business:**

none

**Recognition**

Tim Tomsen who is leaving Endowment Trustees.

Susan Cartmell spouse of Peggy O'Connor

Tom Worley, the cookie man

**Closing Prayer:** Rev Peggy O'Connor

Adjournment @ 2:05 p.m.

Respectfully Submitted

Ruth Becker, Secretary CUCCS