

UNITARIAN UNIVERSALIST  
CONGREGATION OF THE OUTER BANKS  
ANNUAL MEETING PACKET

June 15, 2025



**The UUCOB**  
**Annual Meeting Agenda**

**June 15, 2025**

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1. Lighting of the Chalice - Rosemary
2. Opening and reading of covenant - Rosemary
3. *We believe in freedom, love, and reason in religion.*

*We commit ourselves to an organized religious community, recognizing the greater effectiveness of common effort. We come together to enrich our spiritual lives, to share our ideals, and to increase our sensitivity to the needs of others.*

*We believe we can achieve our goals without conforming to set theological doctrines.*

*We welcome and offer friendship to kindred spirits of any race, nationality, sexual orientation, or religious background.*

*Within the limits of our abilities and in keeping with our personal choices, we dedicate our time, effort, and financial support to this Congregation.*

3. **Approval of Minutes** from annual meeting 2024/25 -Rosemary
4. President's remarks: Rosemary Rawlins
5. **Vote on Budget** - Financial Update, Budget Presentation, and Vote – Carolyn Lane
6. **Election of Executive Board**

Nancy Byrne – Co-President  
Eileen Ritchie – Co-President  
Vice President- Open  
Carolyn Lane -Co-Treasurer  
Joe Heard – Co-Treasurer  
Renee Cahill - Secretary  
Judy Lotas - Member at Large

7. Remarks of incoming President – Nancy Byrne
8. Remarks, Closing Words and Benediction – Rev. Dr. Gaye Morris
9. Adjourn

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*\*Votes on ZOOM will be counted.*

*Proxy forms for voting will be provided in advance for people not present.*

ANNUAL MEETING MINUTES  
Sunday, June 2, 2024  
Submitted by Susan Pfaff

UUCOB held its Annual Meeting following the Sunday Service. Seventeen members were present and three people voted by proxy. This was over and above the amount of members (30%) needed for a quorum.

Rosemary Rawlins, President, opened the meeting and the UUCOB Covenant was read aloud by all present.

Rosemary Rawlins made a motion for approval of the minutes of last year's Annual Meeting. The motion was seconded, and all present voted to approve.

Rosemary then summarized the year's progress. Despite obstacles including Rev. Roger's resignation and the need to replace Board Members due to moves out of town, much was accomplished including:

- Continuing to provide consistent, excellent Sunday services, thanks to the hard work of the Programming Committee
- Building improvements to the Meetinghouse and Heron Pond
- Getting a good start to creating the Memorial Garden

Rosemary thanked the Board for their service and support this year.

Vickie Moore, incoming Co-Treasurer, presented the proposed budget. The budget was approved unanimously.

After a brief overview of UUA's Article II changes, Rosemary made a motion to accept the revision. The new Shared Values Flower image was approved unanimously. Rosemary and Nancy will be at the UUA General Assembly Convention and will vote to approve the revision on our congregation's behalf.

Joan Liston presided over the Election of the Executive Board for fiscal year 2024-25. All ran unopposed. The Board was unanimously approved as follows:

Rosemary Rawlins – President  
Nancy Byrne - Vice President  
Carolyn Lane & Vickie Moore: Co-Treasurers  
Susan Pfaff - Secretary  
Judy Lotas - Member at Large

Rosemary extinguished the chalice and gave closing words. The meeting was adjourned.

## **President's Report for FY 2024/25**

By Rosemary Rawlins

2025 has been a dynamic year for UUCOB. After spending 2024 launching the family service program and catching up on mundane but necessary tasks like rewriting the by-laws, updating our lease with Heron Pond, coordinating our insurances, and re-establishing a few committees with Chairs, we were able to begin work on other lofty goals.

**The goals we set for this past year were:**

**1) To continue to draw families in with multi-generational Sunday services.**

We have achieved this goal due to the hard work of the RE team that now has a new Chair, Mollie Vann, and thanks to Lola Davis Jones, Donna Mohler, Alice Tromba, and Susan Pfaff who contributed for much of the year. Our family services are often the most highly attended services each month and have added to the vitality of this congregation.

Mollie Vann also achieved her OWL Certification for grades k-1 and 4-6. Congrats, Mollie!

And over the past year, from last fiscal year to this one (as of May 11) we have increased our Sunday service attendance by 27%. In 2024, we averaged 33 people at each service and in 2025 we averaged 42 with several services seeing 50-60 people.

**2) To continue to improve the integrity of our buildings and grounds and ensure accessibility for all.**

- Lindsay Dubbs has been a wonder woman in this regard, for arranging and completing multiple building projects (see her committee report). She also organized several successful yard work days complete with meals she prepared herself!
- Nancy B. found a reliable person to mow our grounds on a regular basis.
- We were able to fulfill Joan Liston's dream to create a memorial/gratitude garden for her beloved husband, Dick Liston. This was a terrific group project that involved many members including: Dennis Tromba and Gary Crane, Sherrie Lemnios, Tony Jordan, Barbara Stevens, Judy Lotas, Vickie Moore, myself and others. We dedicated this garden at our Memorial Day service. (See Judy Lotas' report for more details)
- And finally, we are in the process of installing a new elevator lift that should be up and running by late summer.

**3) To be a beacon of light in the community for democracy and hope, peace and justice, reason and love. Here are just a few highlights:**

- We participated in the Faith in Blue community food drive in October.
- In November, The UUCOB hosted a nonpartisan vigil of healing for our congregation and for the wider community after the election of Donald Trump with Rev. Gaye presiding.
- Many of our UU members participated in protests against growing authoritarian concerns and new faces showed up at UU Justice Friday Action Hour events.

- We sponsored a portion of the Dare Arts LGBTQ art show
- We kicked off Black History Month with an extremely well attended art show featuring James Melvin
- Nancy Byrne and I personally visited Representative Greg Murphy's office and delivered a book and letter on behalf of 500 HealthCare professionals across the state who have signed a letter asking our entire congressional delegation to protect Medicaid.

**4) Our fourth and final goal was to look for an in-person minister that is the right fit for us.**

We are delighted that we were able to have Rev. Gaye in our pulpit several times this past year and thrilled that she has agreed to join us starting July 1<sup>st</sup> as our part-time contract minister.

To the Board, and all of our Committee Chairs, and volunteers, I say, "Well done!" It certainly takes a village, and so many members stepped up and participated. I especially want to thank Nancy Byrne for the many hours she has spent meeting with me on the phone, on walks, in the meetinghouse, and the Program Committee in addition to playing music many Sundays. And to Susan Pfaff, thank you for continuing to send out our weekly newsletter and maintain our website all the way from Chapel Hill.

Last year at this time, I expressed that adapting to change is vital, and so is succession planning. The health of this congregation depends on the smooth transition of leadership that encourages new creativity instead of stagnation. Therefore, I urge everyone to take a turn on various committees or Board appointments. You will learn so much from and about each other, and although the work can be hard at times, the reward is greater.

Finally, it has been my great honor to be the UUCOB President these past two years. I have felt embraced by your continual support and kindness. Thank you for lifting me up in friendship and guiding me toward the next chapter of my life. I will carry you all with me.

Onward!

**Program Committee Report  
June 2024 through June 2025  
Prepared by Nancy Byrne**

We have quality programs this year while staying below budget for speakers and musicians largely due to generous volunteers who have shared themselves.

Family services continue to be popular, held on the first Sunday of every month. Birthday recognitions have been instituted on that day.

Discussion Sundays happen every month, and we find that these continue to be very popular, as it gives an opportunity to know each other by hearing each other speak.

Rosemary Rawlins' author connections have provided several informative talks.

About once-a-month community volunteers tell us about their organizations: Mane and Tail, Secotan Alliance, etc., and also friends from the community have shared their knowledge or talent for variety and inspiration, such musicians (Fleck and his wife Erin), Eric Bannon, Gordon Kreplin, Robbie Fearn. Rev. Gaye Morris has been a welcome visitor in the pulpit several times this year as well and has been a professional resource to us for necessary rituals such as bridging and dedication services.

Holidays and holy days have been celebrated, the Earth based holidays, the Thanksgiving table, Sawain, the New Year, Easter, Ruth Wyand at Christmas Eve, Decking the halls in December, Memorial Day this year with the Liston Memorial Garden, and the Jewish holiday of Purim with a play involving several of our newest members, which was lots of fun.

To help in planning we continue to use the google drive which is accessible to all the team members for scheduling and editing.

Rev. Gaye has chosen to be the guiding leader of our team as a part of her ministerial duties, providing the agenda, and attending each meeting. We look forward to the ease that this will provide and the enjoyment of creating another year of programs. UUCOB is fortunate to be blessed with opportunities to create connections with the community, to foster wonder, nurture hope and learn how to better work for justice.

## **TREASURERS' FISCAL REPORT 2024-2025**

By Carolyn Lane

This fiscal year welcomed new Co-Treasurers Vickie Moore and Carolyn Lane. Next fiscal year, Joe Heard will assume Vickie Moore's position; he previously held this position so it should be a smooth transition. Vickie and he have already met to prepare for the transition.

As of June 5, we have received 90% of our pledged amount. The Fundraising Committee resigned, so our total collection for that category was only 44% of projected income. Because we have not employed a part-time minister, we recorded approximately a \$20,000 surplus. This does not include our unexpected \$22,463.79 for window replacement at Heron Pond, and our \$23,755.43 (1/2 of cost) outlay for the elevator replacement. We transferred \$30,000 on 3/24/2025 from our Edward Jones account to pay for those expenses, with excess in the checking account making up the difference. We anticipate an additional need for a transfer when the balance of the elevator must be paid. As of June 5, the balance in our Edward Jones account is \$213,268.57.

We also saw the establishment of the Liston Memorial Garden this year. The garden was funded by donations and memorial stones. The church provided the additional monies needed, but we do anticipate that additional stones purchased annually will help fund the project.

The 2025-2026 Pledge Campaign is under way and we currently have 32 pledges totaling \$45,570. We have met our goal this year, based on members who have historically pledged every year. It's important to inform the treasurer that you will continue your pledge each year by completing a pledge form, otherwise, your pledge won't be counted in our budget. Thank you for your generosity!

Respectfully Submitted,  
Carolyn Lane, Co-Treasurer

## PROPOSED 2025-26 BUDGET

6/9/2025 Sheet1

BUDGET	Proposed 2025-26 Budget	Year to Date	Percent of Budget
<b>INCOME</b>			
Pledges	\$45,570.00		
Sunday Offering	\$6,000.00		
Building Use	\$24,068.00		
Heron Pond=22,068			
Other= 2,000			
Fundraisers	\$1,000.00		
Contributions	\$500.00		
Miscellaneous income	\$500.00		
<b>TOTAL INCOME</b>	<b>\$77,638.00</b>		
<b>EXPENSES</b>			
Office Administration	\$500.00		
Buildings & Ground	\$19,750.00		
Maintenance & Repairs=6,000			
Major Rehab = 11,750			
Yard Work = 2000			
Capital Improvement			
Elevator (Remaining Payment)	\$23,755.43		
Charitable Donations	\$1,400.00		
Communications	\$200.00		
Denominational Dues	\$2,500.00		
CcLI License	\$165.00		
Events	\$500.00		
IT & Sound	\$3,008.00		
Subscriptions=1344			
Wi-Fi and phone=1,164			
Misc=500			
Meetinghouse Total	\$5,400.00		
Cleaning=1,200			
Supplies=600			
Electricity=1,800			
Water=1,800			
Insurance Policies Total	\$12,000.00		
Flood			
Property/Liability			
Wind and Hail			
Umbrella			
Property Taxes	\$900.00		
Membership	\$1,100.00		
Conference Fees=500			
Other=600			
Minister	\$20,300.00		
Salary=20,000			
Minister's Discretionary Fund=300			
Programs	\$4,500.00		
Speakers=3,500			
Music=1,000			
Religious Education	\$3,080.00		
Teacher=900			
Childcare=1330			
Materials=500			
Misc. = 350			
CANVA	\$120.00		
<b>TOTAL EXPENSES</b>	<b>\$99,178.43</b>		

**Religious Education  
Annual Report  
By Rosemary Rawlins & Mollie Vann**

In the beginning of the year, June 2024-March 2025, the RE team consisted of Rosemary Rawlins, Susan Pfaff, Donna Mohler, Lola Davis Jones and Mollie Vann. We held a retreat in July to schedule out most of the year since we only held Family Services once each month. We chose themes, stories, and crafts that reflected the values in our UU flower symbol and took turns running the services and helping with RE.

On October 31<sup>st</sup>, Rosemary hired Megan Zobel, a teaching assistant from the Heron Pond Montessori School, and she began working for us. Megan worked through December 15<sup>th</sup> and a short while later, she tragically passed away from a sudden illness.

Haley Heard handled childcare and helped different RE fill-in teachers from then on, always showing up with a smile. Rosemary began looking for another helper and hired Pat Baker's granddaughter, Zoe Modlin in April. Zoe has been helping ever since.

We are still in need of a consistent RE teacher and will lose Haley after the summer of 2025 when she leaves for college, so that is an ongoing search. Ideally, it would be nice to have members volunteer their time to teach RE classes, however, it has not worked out as a consistent way of covering classes these past two years.

**March-Present  
Mollie Vann**

I have only been Chair of this committee since March, but in the time from March to June, we have had some exciting RE lessons on interdependence, growing strawberries for Earth Day, dancing the maypole, honoring Haley, our childcare provider of two years, and exploring the Masai culture. We have also held an Easter egg hunt and spent lots of time outdoors playing and building friendships amongst the children.

This year as I have sat on the program committee, the number of children who have regularly attended has increased. I believe sending out letters for the families to anticipate what will go on during RE has helped, as has some of the fun activities tied to traditional holidays and events.

We are planning a day camp in July to both serve our community members, build on that camaraderie between our children, and hopefully encourage new families to check out the UUCOB.

I have also taken training for grades K-1 and 4-6 for the "Our Whole Lives" (OWL) program. This is in service of a longer-reaching goal of care for our congregation and the greater OBX community. It will not be likely to offer this program until sometime in 2026, but I am establishing the necessary requirements for it to be a success.

**Buildings and Grounds Committee**  
**Annual Report 24/25**  
**Prepared by Lindsay Dubbs, Chair**

Thanks to volunteers in our congregation and Board and reliable contractors (Ace Handyman Services), we have made some much-needed improvements to the UUCOB meetinghouse, Heron Pond Montessori School (HPMS), and the grounds. Coordinating the maintenance of the UUCOB buildings and grounds is a big job, and if it weren't for help from others, the chair would not be able to keep up with it all. Thank you to everyone for helping to acquire quotes, communicating with and meeting contractors, organizing the Memorial Garden, and putting in the time and grunt work to keep everything running and beautiful!

Some of the specific accomplishments of the past year include:

- Updates and improvements at Heron Pond Montessori School (\* denotes those required by the health inspector):
  - Replaced damaged wall covering in bathroom\* (Ace Handyman Services)- July
  - Painted ceilings throughout the building where previous leaks had discolored the ceilings\*(Ace Handyman Services) – August and April
  - Repair/removal of blockage in air conditioning unit at HPMS that caused a ceiling leak\* (Soundside Heating and Air)– September
  - Replacement of stairs to the playground behind HPMS\* (Ace Handyman Services) - December
  - Replacement of windows at HPMS\* (for at least the one broken window) \* (Ace Handyman Services) – April (this required getting multiple quotes; thanks to Vickie and Carolyn for helping!)
- General maintenance of the building and grounds
  - Removal of poison ivy from the HPMS fence (Lindsay) – August
  - Pest inspection completed by BugOut – September
    - No termites found
    - Recommendations to trim vegetation from touching the building, repair to cracks in walls, and removal of debris
  - Three buildings and grounds work days with numerous volunteers - volunteers organized the office, fixed the chalice, washed windows weeded and trimmed bushes, installed Handitreads on the ramp at HPMS, planted native plants purchased by Lindsay and washed windows and the walls of the front porch at UUCOB and the outside windows at the HPMS.
- Memorial Garden
  - Pergola (Dennis and Gary)
  - Stones (Judy)
  - Sign (Rosemary)
  - Initial plantings (Sherrie, Gary, other volunteers) work – done by an independent committee!

In 2025/2026, I hope to continue or pursue the following:

- buildings and grounds workdays 3- 4 days a year
- maintenance schedule established in 2024
- replacement of the elevator at the meetinghouse – carryover from 2024/2025
- removal of the leaning pine in the backyard– carryover from 2024/2025
- Repairs to fence and gate around playground
- Repainting the meetinghouse and HPMS buildings

**Hospitality Chair Report**  
**By Sandi Byers**

We have five people who serve on Sunday as the Sexton, Hospitality and Greeter team. They are Lindsay Dubbs, Kathy Jorgenson, Sue Braun, Beth Grindstaff and myself, Sandi Byers. Beth joined us early in 2024 and we have a potential new sexton, Tom Roman. I am actively looking for more volunteers after Lindsay made the good suggestion to Rosemary.

I make the schedule for three months at a time. So far, it has worked well that any one of us will only serve once a month and we have been able to switch up and cover for each other in case of a need for personal change. I send out the schedule to our team and update Google.docs with the names of those serving each Sunday. Recently, it was noted in the order of service that the sexton will not stay after 12:30 on Sunday and anyone still remaining should clean-up and lock-up.

Our duties include arriving by 9:30 am, putting out the appropriate hymnals for the Sunday service, adjusting the temperature in the sanctuary, making sure the bathrooms have supplies, setting up the altar, making sure there is oil in the chalice, putting out the donation baskets to be passed during the service, counting the donations and the number of attendants (children and adults), making coffee and setting up the tea area in the kitchen, putting out the coffee mugs, sugar, cream, etc., also setting up the table for the snacks and once the service is over putting all back in order and cleaning up, taking out the garbage, running the dishwasher, and eventually locking up. We have extra duties when there are special occasions, like setting up the additional tables and chairs, putting out the food and beverages, and cleaning up and lock-up. This usually includes an additional sexton and some others that are there early and help.

Lindsay orders the coffee and I order the paper towels, bathroom hand towels and toilet paper, oil for the chalice and any kitchen and bath supplies we may need which is reimbursed. The sexton is responsible for supplying the cream for coffee and the snack. This is not reimbursed and has worked fine for each of us as far as I know however I do wonder if this might need to be reconsidered. I don't know if this is or could be a financial burden for some or those who may serve in the future, especially considering the chaotic times we now live in.

I plan to continue for the next year and consider it a service that I can happily provide to the UUCOB.

Sandi Byers

**S T O N E S**  
for  
**Liston Family Garden**  
**Prepared by Judy Lotas**

- 28 commemorative stones have been bought, delivered and placed in the beautiful Liston Family Garden
- Sold for \$65 each, we made more than \$800, which is being used to enhance and maintain the garden
- Going forward, we encourage people to buy commemorative stones for life celebrations like birth of baby, wedding dates and anniversaries, graduations...and pets who seem more like people.
- New order form coming out soon that will offer choice of different hues. Thanks to all for your terrific support!

**EVENTS FOR 2025**  
**Prepared by Rosemary Rawlins**

**Art Shows** – Art adorned our UUCOB walls every day, all year long, thanks to the efforts of Sherrie Lemnios, Gwen Taylor, and Brian Tress.

**Meditation Mondays with Andrew Godreau** -these sessions were held regularly through Nov. 11, 2024.

**Vigil of Healing, open to the public** was led by Rev. Gaye Morris with music by Nancy Byrne - held after the November election.

**Beading Workshop** with Haley Heard was held on January 17<sup>th</sup>.

**UU101 Worship with Rev. Gaye Morris** on January 26<sup>th</sup> was very well attended and well received.

**Concert:**

Ruth Wyand and Friends: *Songwriters in the Round*, well attended concert on March 21<sup>st</sup>