



Annual Report

2017-2018

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De Colores Unidos en Cristo 4th Day Community!

The UEC Council is made up of God's servants – serving Him and the UEC Community. We are all humbled to pray for the movement, weekends and those who join us in serving our great God! We meet monthly, with a few exceptions, making decisions and taking action to ensure that UEC weekends continue to be available to serve the Christian community. We appreciate this community, truly United in Christ, and your servant hearts and gifts of time, talents and finances to these weekends.

The following reports provide you with a highlight of the 2017-2018 council activities.

In Christ's service,

Cathy Colman, Convenor

Mission Statement

"To revive and strengthen Christian commitment and community in the local church."

Faith Statement

"Unidos en Cristo is an inter-denominational and lay led community whose purpose is to help persons deepen a personal living faith in Jesus Christ as their Lord and Savior."

The UEC Community emphasizes the essentials of our Christian faith, which includes the triune nature of God, the absolute authority of the Word of God, the forgiveness of sins through the blood of Jesus, and our common adoption into the body of Christ.

UEC equips Christian servants for action through a practical and personal demonstration of God's grace and by encouraging the extension of this grace to the local church and community.

We believe a living faith in Jesus Christ and Christian action will change our world."

UEC Voting Council 2017-2018

Name	Position
Cathy Colman*	Convenor
Mari-Lynn O'Brien*	Co-Convenor
Kathy Messerli*, **	Convenor Advisor
Karen Wilson*	Treasurer
Judy Fallat*, **	Secretary
Rev. Greg Bestland	Clergy Coordinator
Rev. Phil Schmidt	Clergy Coordinator
Rev. Rosemary Klass	Clergy Coordinator
Del Van Batavia	Allocations Coordinator
Chad Olinger	Communications Coordinator
Norma Lund	Leadership Development
Dan Everson	Leadership Development
Sue Ganzer **	Site Selection
Jerry Low	Leadership Training
Mark Turgeon	Leadership Training
Steve Wilson**	Leadership Training
Jen Severson***/Elaine Schmidt	Liaison Coordinator
Sandy Dunleavy**	Palanca & Prayer Coordinator
Jay Engelman	Trailer Supplies Coordinator
Jennifer Lee, Jim Dibley	Council-at-large

*Current Executive Committee

**Council members retiring as of Sept. 1, 2018

*** Left Council mid-year

To e-mail UEC Voting Council members, send to [last name]@unidosencristo.com

UEC Support Council 2017-2018

Position	Name
Banner Coordinator	Jay Engelman
Database Team	Brad Ziegler Marie Wilson
Historian	Bonnie Clawson/Cathy Colman
Kitchen Consumables Coordinator	Jeri Slinger
Kitchen Resource	Teresa Van Batavia
Linens Coordinator	Joy Bueltel
Manuals Manager	Bonnie Clawson/Cathy Colman
Music Liaisons	Judy Fallat & Lisa Boldenow
Prayer Vigil Coordinator	Kory Everson
Leadership Training Assist.	Bonnie Clawson, Terri Eggleston, Kory Everson Teresa Van Batavia, Pastor Mary Syrja (Clergy)
Technical Supplies	Deen Hubin/Chad Olinger

Linens Coordinator

As of June our linen inventory is looking good. We have found Oxyclean to work best on the stained linens. All linens have been bleached and looking better than before. At this time there are 22 table clothes and 355 napkins. A few napkins were thrown away that had bad stains.

Manuals Team

Major updates to the primary key team manuals: Rollo Room Rector/a, Palanca Rector/a, Kitchen Rector/a and 4th Day Rector/a were released in June 2017 and January 2018. In June of 2017 a new Musician's manual was released and the "everyone" manual was updated. In January 2018 new SD manuals were released, which had not been updated in many years. We also updated the Rollo Room Assistant Rector/a manual in the January 2018 release. In April 2018 we released an update to the Rollo Room Technical Assistant manual and minor updates to the Musician and 4th Day Rector/a manuals.

Music Liaisons

In September 2017, the UEC Council approved the purchase of "Song Select," a CCLI add-on license which allows authorized users (UEC team musicians) to download music—lyrics, chord sheets and lead sheets. This tool greatly enhances our ability to include more contemporary music on UEC weekends to supplement the weekend songbook, "Psalm 33 Songs".

The Music Manual was revised in June 2017 and April 2018.

- The teaching for “Arise” was replaced with a teaching about the new rollista entry song, “I Lift My Voice.”
- Updates were made to the Music Liaison role description.
- Updates were made to provide greater clarity for the requirements for duplicating songs and music.
- Updates were made to the requirements for reporting songs used and reproduced.
- A new section was added about downloading music from SongSelect.
- Updates were made to the requirements for the use of pre-recorded audio and video. These were added to the Technical Assistant Manual also.
- A list was added to the section called **MUSIC WITHIN THE WEEKEND PROGRESSION - DYNAMICS AND OVERVIEW** showing all the weekend activities that involve music and the responsibility for each.
- Updates were made to the Suggested Music Schedule by Day.

Training for weekend musicians and technical assistants was implemented starting with the November 2017 weekends. The music liaison schedules this training to occur after the Rollo Room and Palanca musicians and the RR Technical Assistants have been recruited.

Convening Team

Cathy Colman, Mari-Lynn O'Brien and Kathy Messerli

This year was another busy year and Council focused on a number of both strategic and operational activities. We continued discussion that started in 2016-2017 on revitalizing UEC. We spent time:

- looking for ways to draw in more weekenders with broader demographics
- identifying ways to ensure a great mix of experienced and new team members served on teams
- providing guidance on ways to best train our teams to be prepared to serve with grace and love on weekends and identify any training/manuals that needed clarification or "tweaking"

We hosted three sets of UEC weekends:

- Nov (Rochester Evangel UMC) with 10 men and 20 women weekenders,
- January (Plymouth Covenant) with 22 men and 21 women weekenders
- July (The Well in Rosemount) with 11 men and 19 women weekenders.

We dug into some of the challenges UEC continues to face such as:

- Smaller weekends – fewer weekenders – aging demographics of our community
- Fewer churches are able to host weekends due to commitments they have within their own programs, sometimes 2nd congregations meeting in their buildings.
- Difficulties filling teams – lay people and clergy alike
- Outdated contact information (phone numbers and email addresses) in our UEC database making it difficult to recruit for teams.
- Increasing costs for food, flowers and other services needed to effectively put on our weekends. The last two years we have had to dip into our reserve funds because jog and weekender applications have not covered the total cost of all weekends.

We also experienced some new challenges such as the impact of changing technology at host churches as it relates to their sound and projection equipment. Work has been done to better understand these changes so we can update weekend budget needs, as well as guidance to our musician communities and updates to relevant team manuals to provide guidance to navigate these changes. A committee worked on soliciting input from several regular host churches and this will impact the expansion of the information collected by our Site coordinator about host churches, which will in turn be passed on to the Rector/a and 4th Day teams when weekends are hosted at those churches. Thanks to Sue Ganzer, Judy Fallat and Mari-Lynn O'Brien who worked on this.

Given these challenges our work included:

- Exploring ways to freshen up our UEC logo and website
- Developing "elevator" speeches for communicating the core of what a UEC weekend is to potential weekenders
- Exploring development of an updated video for the UEC website
- Preliminary discussion of options for the future including ideas such as joint weekends (men and women at one weekend), fewer weekends with more weekenders at each weekend
- Revitalizing communication with our UEC liaisons
- Piloting of some active listening team training at the July Men's team meetings
- Updates and formalization of a Future Leader Development list to assist new Rector/a's in recruiting team leadership.
- Long overdue updates to the RR and Palanca SD manuals (Special thanks to Pastor May

Sjyra)

- Updates to the RR Technical Support Manual (Special thanks to Bonnie Clawson and Deen Hubin)
- Updates to Day 1 and Day 2 training to reflect changes to our Team manuals in 2017-2018
- Soliciting updated 4th Day Community information to update our existing database.
- Finalization of changes to the VdC database we received to reflect our UEC processes. The design will be reviewed over the summer with the intention to begin transitioning to the new database this fall.

Operationally we also reviewed our records retention policy. We researched best practices for non profit organization records retention in order to determine any changes we might want to make to reduce the amount of paper records we still have (managed by our UEC Historian). So far, we decided to scan in the old Palanca Press records to post online in an archive on the UEC website. We were able to retire old weekender and team paper rosters after reviewing them for information to fill in any gaps in our UEC database information. We are still reviewing old meeting minutes and financial records to determine an approach for retention(online or paper). This will simplify and reduce paper content that is kept secure via UEC Historian support person.

Our Bylaws require a regular interval of review. We completed that this spring and created an update with minor corrections. (Thanks to Kathy Messerli who spear headed this effort)

The Convening team oversees many of the Council Support roles noted on page 5 of this report. We had a few changes over this past year. We just want to thank the past and current volunteers filling these roles. We very much appreciate your work and your sacrifice of time to support the weekends.

Treasurer's Report and 2017-2018 Recap

Karen Wilson

This is my first year as Council Treasurer after taking over the roll from Julie DuLac on September 1, 2017. I have big shoes to fill as Julie has done a great job for the past six years. I appreciate all her help in training me and answering the many questions I have had.

As you can see by the following report for 2017, income was down compared to the year before but luckily expenses were down a little as well. We did need to dip in to our reserves to cover the difference but we were able to compensate for this amount.

As we look ahead to 2018, we will continue to work with the teams to spend wisely and stay within their budgets. We look to the 4th Day to help out by sponsoring new weekenders and attending closure's but most importantly praying for the Unidos en Cristo movement – Christ is counting on us!

Unidos en Cristo
Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43420 · DONATIONS	1,878.65	7,629.08
43430 · WEEKENDER JOG	2,223.00	2,257.00
43431 · TEAM JOG	16,100.00	19,544.00
43432 · CLAUSURA OFFERING	6,481.10	8,928.00
43433 · WEEKENDER REGISTRATIONS	3,645.00	4,600.00
43434 · PALANCA PRESS SUBSCRIPTIONS	(207.00)	0.00
43435 · SCHOLARSHIP DONATIONS	0.00	25.00
43436 · COT DONATION FUNDS	3,015.00	1,925.00
Total 43400 · Direct Public Support	33,135.75	44,908.08
45000 · Investments		
45030 · Interest-Savings, Short-term CD	36.73	13.89
Total 45000 · Investments	36.73	13.89
46400 · Other Types of Income		
46430 · Miscellaneous Revenue	2,904.21	3,330.36
46431 · Dividend Income	0.05	0.38
Total 46400 · Other Types of Income	2,904.26	3,330.74
47200 · Program Income		
47230 · Membership Dues	0.00	(25.00)
Total 47200 · Program Income	0.00	(25.00)
Total Income	36,076.74	48,227.71
Cost of Goods Sold		
50000 · Cost of Goods Sold	0.00	3,330.36
Total COGS	0.00	3,330.36
Gross Profit	36,076.74	44,897.35
Expense		
60900 · Business Expenses		
60920 · Business Registration Fees	450.00	276.00
60921 · BANK FEES	0.00	20.00
Total 60900 · Business Expenses	450.00	296.00
62100 · Contract Services		
62110 · Accounting Fees	725.00	0.00
Total 62100 · Contract Services	725.00	0.00
62800 · Facilities and Equipment		
62830 · Donated Facilities	500.00	0.00
62840 · Equip Rental and Maintenance	1,278.90	0.00
62850 · COUNCIL MEETING ROOM RENTAL	(150.00)	450.00
Total 62800 · Facilities and Equipment	1,628.90	450.00
65000 · Operations		
65020 · Postage, Mailing Service		
65021 · POSTAGE-PALANCA PRESS	21.56	0.00
65022 · MISCELLANEOUS POSTAGE	26.68	(39.84)
65023 · PO BOX RENTAL	181.00	86.00
65020 · Postage, Mailing Service - Other	99.82	216.95
Total 65020 · Postage, Mailing Service	329.06	263.11

Unidos en Cristo
Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16
65030 · Printing and Copying		
65031 · PRINTING-PALANCA PRESS	204.25	271.14
65032 · PRINTING-MANUALS	1,760.65	1,560.68
65034 · RENEWAL CARDS	0.00	79.00
65030 · Printing and Copying - Other	0.00	100.63
Total 65030 · Printing and Copying	1,964.90	2,011.45
65040 · Supplies		
65033 · GENERAL SUPPLIES	6,380.64	5,211.60
65041 · SONG BOOKS	2,370.00	(380.00)
65042 · CROSSES	270.00	1,070.00
65043 · KITCHEN CONSUMABLES	796.82	0.00
65044 · BIBLES	983.52	0.00
65045 · CANDLES	2,072.69	0.00
65046 · Short Course in Christianity bk	508.27	0.00
65040 · Supplies - Other	0.00	68.38
Total 65040 · Supplies	13,381.94	5,969.98
65060 · WEBSITE/ ONLINE EXPENSES	777.00	730.00
Total 65000 · Operations	16,452.90	8,974.54
65100 · Other Types of Expenses		
65120 · Insurance - Liability, D and O	1,306.03	1,146.18
65140 · TRAILER INSURANCE	213.00	126.00
65150 · Memberships and Dues	0.00	25.00
65160 · Other Costs	67.99	46.00
Total 65100 · Other Types of Expenses	1,587.02	1,343.18
67000 · WEEKEND EXPENSES		
67100 · SWIM BUS RENTAL	700.00	1,645.50
67105 · CHURCH HONORARIUM	2,700.00	2,900.00
67200 · SWIM POOL RENTAL	1,780.00	1,265.40
67300 · WEEKEND FOOD	10,807.15	13,717.13
67400 · WEEKEND GENERAL SUPPLIES	761.84	621.37
67500 · BED RENTALS	20.72	416.21
67600 · FLOWERS	545.23	578.51
67700 · COMPUTER SUPPLIES	157.79	744.66
67800 · AGAPE DINNER SUPPLIES	47.46	43.99
67900 · PRINTING SUPPLIES	212.44	228.49
67901 · CANDLES	442.20	466.32
67902 · CROSSES	495.00	522.00
67903 · BIBLES	517.98	602.04
67904 · SONG BOOKS	1,650.00	1,740.00
Total 67000 · WEEKEND EXPENSES	20,837.81	25,491.62
68300 · Travel and Meetings		
68330 · TRAILER EXPENSES	54.00	588.00
Total 68300 · Travel and Meetings	54.00	588.00
Total Expense	41,735.63	37,143.34
Net Ordinary Income	(5,658.89)	7,754.01
Net Income	(5,658.89)	7,754.01

Secretary

Judy Fallat

As secretary, I have been responsible to:

- Record the minutes of Council meetings, post them on the UEC on-line document repository (The Box), and distribute them to the Council members.
- Have the past year's minutes available for reference at all Council meetings.
- Record the results of votes conducted via email and add them as an addendum to the previous meeting's minutes.
- Receive ministry reports from all the Council ministries and include them in the minutes of the meeting at which they were presented.
- Maintain the roster of current voting and non-voting (support) members of the Council.
- Provide the current roster for each issue of the Palanca Press and for each new round of team training
- Research the needs for and prepare greeting cards to be sent to Cursillistas, bring them to Council meetings to be signed and mail them. The types of cards sent include sympathy, thank-you, encouragement, get well, and Palanca (for weekend rectors and rectoras). We sent 53 cards in 2017-2018.
- Attend the Executive Committee meeting prior to each Council meeting.
- Participate in other projects for which the secretary's perspective is needed.

It has been a privilege to be on the Council for the past two years and to share in the work of supporting, sustaining, and visioning for the Unidos en Cristo movement. I am inspired by the passion and commitment of the Council and 4th Day Community members that make the weekends possible. I am ending my term of office one year early for personal reasons.

Allocations Coordinator

Del Van Batavia

I'm now into my second three year term serving God and UEC as the Allocations Coordinator. I truly believe that we serve God by serving others, and will try to always put God 1st, Council and the weekends 2nd, and my own personal needs and desires 3rd as I fill this role for the UEC community.

My duties include receiving the weekender registration forms, reviewing them for completeness, sending out acceptance letters to both the weekenders and sponsors, recording and maintaining a spreadsheet of the registrations, and to keep the Rector/Rectora and the Council members updated on the progress towards filling the weekends. It's a blessing to be in contact with sponsors and potential sponsors and to work with them on processing the applications and getting the weekenders added to each weekend list of registrations.

I am also receiving and processing the team applications. Once I receive the team applications I forward the information to the weekend Rector/Rectora so they can share names with the weekend leadership team. I plan to watch for all first time team applicants so I can stress to weekend leadership the importance of getting these excited 4th Dayers on the teams.

I will be in prayer for UEC and will listen to the Holy Spirit for guidance in fulfilling these duties in a loving and graced filled manner. Thanks be to God for the great things He is doing through Unidos en Cristo.

Leadership Development

Dan Everson, Norma Lund

We would like to once again thank those who have served in the role of Rector or Rectora over the past year. UEC was blessed to have weekends filled with God's grace and love. Weekends were possible because of prayers, commitment, planning, and a love for God.

Rector/a for 2017-2018 were:

Rochester Evangel UMC

November 9-12, 2017 #287 Don May, Rector

Mark Clark, Mentor

November 16-19, 2017 #288 Cindi Johnson, Rectora

Barb Paul, Mentor

Plymouth Covenant

January 18-21, 2018 #289 Scott Lecy, Rector

Barb Laidlaw, Mentor

January 25-28, 2018 #290 Carla Lorenz, Rectora

The Well, Rosemount

July 19-22, 2018 #291 Kerry Quam, Rector

Craig Stockel, Mentor

July 26-29, 2018 #292 Cyndi Powell, Rector

Clergy Report:

(Rosemary Klass, Phil Schmidt, Greg Bestland)

We thank the following clergy who have served as Spiritual Directors during 2017 -2018.

Greg Bestland	Church of the Open Door
Tom Biateh	Discovery Church
Cheryl Butz	Woodbury Lutheran
Rich Chilton	Wooddale Church
Dan Doughty	First UMC Lindstrom
Tom Ervasti	First UMC Lindstrom
Don Eslinger	UMC of Peace, Richfield
Hank Harris	Church of the Way
Bob Kandels	Homestead UMC
Chris Keen	Hastings UMC
Janice Knight	Westwood Community Church
Phil Mather	Real Church
Jef Olson	
Duane Sarazin	Hastings UMC
Phil Schmidt	Lake City UMC
Terri Seymour	Real Life church
Mary Syrja	Cornerstone Church
Richard Townsend-Anderson	Grace Evangelical Free Church
Scott Wildenberg	True North

Communications

Chad Olinger

Communications continues to be a busy area of the UEC organization. We continue to maintain the UEC Facebook page, Palanca Press email and print versions, UEC Website, Council emails, The Box online storage as well as Constant Contact email distribution.

Due to the diligent work of the database team, cleaning up old email addresses, The Palanca Press distribution has gone from 3200 to 2869 people and has improved the open rate from 48% to 52%. The continued work will only improve the accuracy of the communications.

The Facebook page added approx 75 users in the last 12 months.

The Communications Team has enjoyed supporting the UEC organization in the past year and is excited about anything else we are able to support in the upcoming year.

Leadership Training

Steve Wilson, Mark Turgeon, Jerry Low

We're anticipating changes within the Leadership Training Coordinators Team as one member completes his term and retires from the UEC Council and a new member begins. Thank you, Steve Wilson, for all your hard work and commitment to this ministry. It has been a joy and privilege serving with you! Your presentation skills and passion for UEC are obvious! Welcome Jennifer Lee! Your enthusiasm and dedication to the UEC ministry are evident, and we look forward to serving with you.

The Leadership Training Coordinators completed Day 1 & Day 2 Training for one weekend in 2017 and two weekends in 2018. Weekends #289 & #290 took place in January 2018 at Plymouth Covenant Church in Plymouth. Weekends #291 & #292 took place in July 2018 at The Well (formerly Rosemount UMC) in Rosemount. Weekends #293 & #294 will take place in October 2018 at Faith Presbyterian Church in Minnetonka, MN.

As always, these weekends were/ will be "The best weekends ever!"

Church Liaison Coordinator

Elaine Schmidt

I stepped into this position in March, 2018 to replace Jennifer Severson. Jenny needed to step down due to personal reasons. I have done a lot of work to build up the email contacts. More work is needed to continue this connection with local churches and I held a Liaison meeting at the men's weekend in July, 2018.

I have also sent out emails to remind local Liaison's about upcoming weekends, the need for Palanca and sponsors.

The liaison guidelines still need to be clarified and updated as well as the sponsor guidelines. As a Council, we will be looking forward and trying to find a better way to connect with the liaisons and the 4th Day community at large.

Palanca & Prayer Coordinator

Sandy Dunleavy

It has been a wonderful last year serving on council!

This year I have collected around 200 + Palanca letters from communities all over the world. I have also sent out Palanca letters and prayed for other Cursillo weekends around the world. This takes about two hours per month.

I have added onto my role as the prayer coordinator for the movement. This job entails praying for those in the UEC community, locally and abroad. Sharing prayer requests with council and those volunteering to be on a prayer list. This takes many hours a month in prayer for people, and less than an hour a month, collecting and distributing prayer requests.

Site Selection Coordinator

Sue Ganzer

The 2017-2018 Council year for Site Selection coordination would be defined as a year of change. What quickly became apparent was the difficulty in securing host locations for future weekends. When speaking to some of our longstanding host churches we found that they can no longer serve UeC in this role. Some share their building with another congregation and others have new ministries or altered their church events so we've run into space and

scheduling conflicts. When reaching out to churches who may have hosted a number of years ago we experienced a change in their staff & therefore find that they are no longer as familiar with UeC as they might have once been. An effort to reach out to new host churches has begun as a means of fresh, potential opportunities. Yet, that entails a more structured approach to provide them with all the necessary information so they can determine if it is a good fit for their church. In addition, the Site Selection coordinator is working with the UeC Liaison coordinator, to seek potential church host sites.

Currently, we are working to secure the hosts for the Summer 2019 weekends. A new Site Selection Coordinator will be stepping into this role in September 2018 and along with help from the Council decisions will need to be made of where and how often the UeC weekends will be offered. Most importantly, it is through prayer to the Holy Spirit that we rely on our guidance for this ministry.

Upcoming weekend locations

Summer 2018

The Well Church

Rosemount, MN

#291 Men July 19 – 22

#292 Women July 26 – 29

Fall 2018

Faith Presbyterian Church

Minnetonka, MN

#293 Men Oct 18 – 21

#294 Women Oct 25 - 28

Winter 2019

Main Street Church

North Branch, MN

#295 Men Feb 7-10

#296 Women Feb 14-17

Trailer Supplies

Jay Engelman 2017-2018

There has been some work done the trailers. New spare tires, electrical wiring, farm jack and a four way for fixing flat tires. I had 2 tires blow out this year. I am still having an issue with the ground wire that runs through the wall of the cot trailer and will be resolving that issue prior to the next set of weekends. Also, coupling locks and new door locks. It is planned to reorganize the trailers with different organization and bin types with color coordinating them by teams. The mattresses will be removed prior to the next set of weekends. We have cots for a full weekend. We also have 6 cots that will be repaired prior to the next set of weekends. Also, all new signs and labels will be updated to match the reorganization.

Jesus loves you and so do I, Jay