

**New Hampshire-Vermont & Northeast Districts of the UUA  
Leadership Development Series**

**Module IV: Finance 101 and Stewardship & Capital Campaigns  
April 25-27, 2008  
Highland Center, Crawford Notch, NH**

**Module IV: Finance 101 and Capital Campaigns** is a weekend-long leadership development workshop and is the fourth of a six-part Leadership Development Series. The conference will be held at the Appalachian Mountain Club - Highland Center, located in Crawford Notch, New Hampshire, where you'll enjoy comfortable lodging in the beautiful White Mountains. For more information about the Highland Center go to: [www.outdoors.org/lodging/lodges/highland/index.cfm](http://www.outdoors.org/lodging/lodges/highland/index.cfm)

During the weekend, you will be led by knowledgeable facilitators in small groups, have time for theological reflection, and experience worship and fellowship together. All worship will be led by the Rev. Sue Phillips, who served as the minister of the Keene (NH) Unitarian Universalist Church.

**General Church Finance**

Joyce Stewart, Director the UUA Retirement Plan, in the UUA's Office of Church Staff Finances will lead church treasurers and other interested church leaders through the sometimes confusing world of clergy finances and congregational accounting.

Joyce has been with the UUA's Office of Church Staff Finances for 7 years, following 25 years in the retirement planning world. She has also served her local UU congregations in a variety of leadership positions, and has a keen understanding of the details of financial management in a local congregation.

**Stewardship & Capital Campaigns**

The Leader for this workshop is Tamsin Kemos. Tamsin is a lifelong Unitarian Universalist and a member of the Unitarian Universalist Church of Brunswick, Maine. She currently serves as a consultant with the UUA's office of Congregational Stewardship Services and is a student at Bangor Theological Seminary. She lives in Brunswick, Maine with her husband Alex and three sons.

Tamsin will provide strategies and techniques for better funding your mission and your programs. Bring questions from your congregations to share!

**Format**

Please plan to arrive at the Highland Center for our Ingathering at 7:00 pm on Friday, April 25. Worship will be offered each morning and evening; please bring a copy of the "Singing the Living Tradition" hymnal for the worship services. You are also encouraged to bring any musical instruments if you'd like to share in the music-making.

There will be ample time throughout the weekend for integrating what you are learning through small group gatherings and individual reflection time, which may include journaling and silence. Our time together will end at 3pm on Sunday, April 27<sup>th</sup>.

**Registration and Logistics**

To register, fill out the attached form. For more information, contact Joy Blanchette, the District Office Administrator, at [uua-me.nh.vt@comcast.net](mailto:uua-me.nh.vt@comcast.net) or 603-228-8704. There are some scholarships available. Applications for Scholarships may be requested from the District Office.

**IMPORTANT NOTE!**

**Payment is due with your application and will not be refundable after March 25th**, as we have to confirm the number of rooms with the Highland Center one month before the conference and the District will be charged for any no-shows or late cancellations.

# Module IV: General Finance and Capital Campaigns

## April 25-27, 2008

New Hampshire Vermont & Northeast Districts  
of the Unitarian Universalist Association

**To be held at the  
Appalachian Mountain Club – Highland Center, Crawford Notch, NH  
Friday, April 25 - 7:00 pm to Sunday, April 27 - 3:00 pm**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Congregation: \_\_\_\_\_

Please specify track preference:  General Church Finance

Stewardship & Capital Campaigns

Food allergies / needs:

\_\_\_\_\_  
\_\_\_\_\_

Accessibility needs:

\_\_\_\_\_  
\_\_\_\_\_

Most participants will be housed in double bunk rooms at the Center. Cost per person is \$200.00 which covers all costs, based on double occupancy. Should you prefer a private room, this can be arranged at an additional cost to you of \$50 (for two nights).

Scholarships may be available through the Church Leadership Department and will be awarded with a preference for those attending the series for the first time. Contact the District office for an application.

\_\_\_\_\_ Enclosed is my check for \$200.00 for the cost of the weekend (double occupancy)

\_\_\_\_\_ Enclosed is my check for \$250.00 (single room request will be first, come first served).

Make checks payable to the NH-VT District and send to Unitarian Universalist District Office, 10 Ferry St., Suite #318, Concord, NH 03301. For more information contact Joy Blanchette, Administrator, at 603-228-8704 or email her at [uua-me.nh.vt@comcast.net](mailto:uua-me.nh.vt@comcast.net).

**Please return this form and payment to the District office  
No later than March 20<sup>th</sup>**

We will do our best to accommodate you after this date, but cannot make any guarantees.  
Payment is non-refundable after March 25<sup>th</sup>