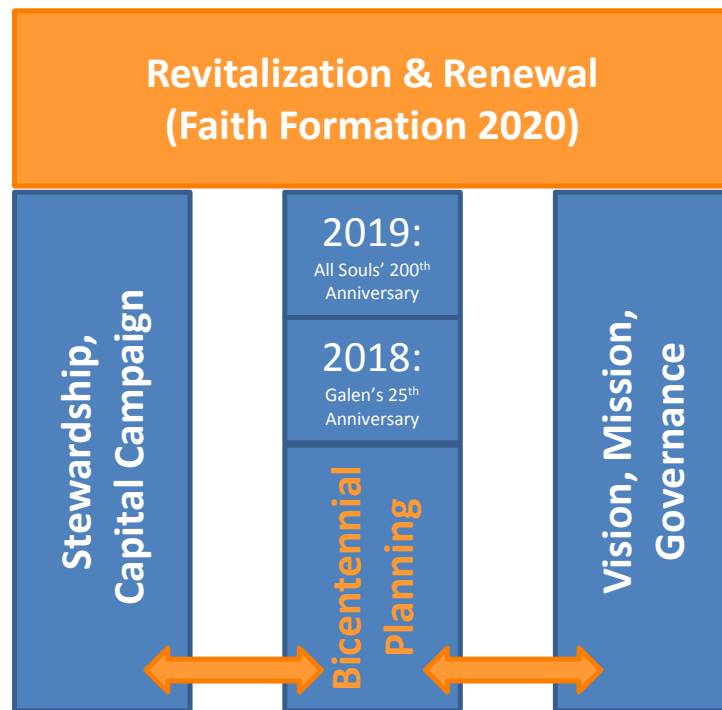


Charge to Bicentennial Steering Committee

Board of Trustees
Unitarian Church of All Souls
September 13, 2015

The Bicentennial Steering Committee (BSC) is charged with overseeing and managing the celebration of All Souls' bicentennial in 2019. The purposes of the event are:

- To honor All Souls' heritage and contributions to social, intellectual, and religious life; and
- To inspire and promote the congregation's vision and mission for the next century.



The Board's long-term strategy for All Souls' growth has three major work-streams: fundraising, celebration, and mission. The linchpin is our bicentennial celebration, which will undoubtedly excite and engage the congregation the most. Our bicentennial planning must be well coordinated with our fundraising and mission work to ensure the effectiveness of all work-streams.

The Bicentennial Steering Committee (BSC) members are: Christine Goodwin (Chair), Bill Bechman, Jane Furse-Friedman, Mary-Ella Holst, Eileen Macholl (*ex officio* as Executive Director), and Neil Osborne (*ex officio* as current Board representative). The BSC chooses its own Chair and may add additional members if needed.

The BSC is committed to the planning, coordination, and execution of the bicentennial through 2019. Responsibilities of the BSC include:

- Regular and proactive communication with the staff, Board of Trustees, Stewardship Steering Committee, and future Capital Campaign Committee.
- Research and evaluate comparable celebrations, including other denominations, to understand scope of project¹.
- Inclusion of and outreach to congregational constituencies, including Adult Education, All Souls Historical Society, Deacons, Interweave, music, RE for Children & Youth, Young Adults, Women's Alliance, etc.
- Inclusive and welcoming communications through All Souls' website, Beacon, Bulletin, email, Facebook, meetings, Order of Service, etc.
- Formation and coordination of all bicentennial subcommittees, such as budget, events, music, outreach beyond the congregation, publications, publicity, signage, theme (in communication with staff, Board, and fundraising), video, etc.
- Ensuring timely completion of projects.

The BSC reports to the Board in coordination with All Souls' staff. The bicentennial's theme, plan, schedule, and budget must be approved by the Board and expenditures executed under standard All Souls' policies and procedures.

The Board is grateful to the BSC members for their commitment to serve, and the Board has full faith and confidence in the committee.

¹ For example, First Unitarian Church of Portland is celebrating its 150th anniversary now, which gives the BSC an opportunity to benchmark with Portland.