



Sabbatical Guide

Our Plans for Rev. Craig's Sabbatical

August 4, 2018 -- December 2, 2018

**Unitarian Universalist
Society of Oneonta**



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After nine years of dedicated service to our congregation, our minister, Rev. Craig Schwalenberg, will take his third sabbatical from August 4, 2018, through December 2, 2018.

The Sabbatical Committee has worked with Rev. Craig to ensure that his areas of responsibility will be covered during this time of renewal. The Board has contracted with the Rev. Kimberley Debus to be our part time Sabbatical Minister. Stimulating, experienced pulpit guests will insure consistent, high quality worship services. The congregation's strong tradition of mutual care will continue with extra pastoral support provided as requested. Rites of Passage will be available as needed. Our dedicated staff will ensure normal administrative operations will continue to run smoothly.

This Sabbatical Handbook is intended to answer any questions related to Rev. Craig's sabbatical.



Sabbatical Send-Off Service

SUNDAY, JULY 29

Sabbatical Return Service

SUNDAY, DECEMBER 9

The Sabbatical Committee

The Sabbatical Committee has explored the part Rev. Craig plays in the day-to-day life of the congregation, such as:

- preparing and leading worship services
- providing pastoral care
- conducting rites of passage
- assisting committees & working with teams and the Board
- supporting and supervising staff

In order to enhance communication during the sabbatical, Evelyn Warren will be meeting with both the staff and the Board. Rev. Kimberley will be leading services half of the Sundays while Rev. Craig is away. Rev. Craig and Pam Strother have recruited UU ministers and other experienced service leaders to fill the pulpit the remaining Sundays.

The following pages include a list of contacts that will be useful during Rev. Craig's absence. This list will help you figure out who to contact when you might have otherwise contacted Rev. Craig. The list can be summarized as:

- If you have an issue that concerns the daily business and operations of the congregation or have a concern about the staff, it is best to start by contacting our Office Administrator, Evelyn Warren. She will be acting as the staff team leader during this time.
- If you have a question about religious education, please contact our Director of Religious Education, Susan Ryder.

- If you have a question or concern about the “business” of the congregation (policies, procedures, finances, etc.), you can contact any member of the Board of Trustees. The Board President, Karen Palmer, and the Board Vice President, Amy Forster Rothbart, are the best places to start.
- If you have a need for pastoral care or direct assistance, Suzanne Beddoe will be working with Evelyn Warren to communicate these needs to the congregation and coordinate our shared response. For pastoral emergencies, arrangements have been made with the Rev. Kimberley Debus to provide on-call pastoral care.
- Worship Services are being planned and overseen by the Worship Team with Pam Strother acting as the chair and coordinating pulpit guests.
- Arrangements have been made for ceremonies such as weddings and memorial services; please see the Rites of Passage section in this book.

If you have scanned this list and read the descriptions and are still unclear as to which person to best address your need, please contact any member of the Sabbatical Committee. We are here to help you figure it out and help wherever, however, we can.

The UUSO Sabbatical Committee

John Bagby, Chairperson
 Pam Strother, Worship
 Suzanne Beddoe, Pastoral Care
 Evelyn Warren, Staff Leader
 Amy Forster Rothbart, Board Liaison

Why a Sabbatical?

Oneonta is a college town, which means that many members of the congregation are familiar with sabbaticals in the context of academia. So, it may be useful to articulate the similarities and differences between an academic sabbatical and a ministerial one.

In both cases, the ultimate purpose is for the person to come back refreshed and recharged in mind, body, and spirit by the break from normal responsibilities and the chance to engage in something different. But in the case of a ministerial sabbatical, the expectations about those different activities are much more fluid. The emphasis is more on renewal and spiritual exploration. The sabbatical is an opportunity to breathe and to put down the mantle of ministry for a time.

A sabbatical leave is part of the congregation's covenant with Rev. Craig as our minister. Per the standard letter of agreement between UU congregations and ministers, Rev. Craig earns one month of sabbatical time per year of service.

The congregation will benefit as Rev. Craig returns refreshed, filled with new ideas, and with rekindled energy. Further, the sabbatical offers the staff and congregation the opportunity to work together in a time of experimentation and discovery.

What's Craig's plan for his Sabbatical?

Rev. Craig has several goals for his sabbatical. After many requests and suggestions over the years, he has decided to try his hand at writing a manuscript for eventual publication. He is considering several possible topics for this writing and has started exploring these ideas with colleagues who have written and published their own books.

Rev. Craig also intends to focus on his physical health during the sabbatical. He would like to develop some healthier routines to help sustain his well-being going forward. Rev. Craig is also looking forward to exploring other means of communication using social media and online resources.

How can we contact Rev. Craig?

Rev. Craig's sabbatical is a time for a complete break from his duties as our minister. He will not be answering his phone, email, or texts. Routine matters at UUSO will be dealt with by the people listed in this brochure. In case of an emergency, Rev. Craig will be contacted by a member of the Sabbatical Committee or the Board President.

What will UUSO be doing during OUR Sabbatical?

As we wish Rev. Craig well on his spiritual quest, let us remember that this sabbatical is an opportunity for all of us, as well. We have a chance to teach and learn, reflect and renew, experiment and explore our shared ministry together. We will continue our focus on year-long stewardship of this congregation and deepening our spiritual practice of gratitude. We will be finalizing our draft of the congregational covenant for approval at our October meeting. Perhaps we will explore new ways to connect with one another, learn from each other, and share our ministry with those beyond our sanctuary walls. The shared ministry of this congregation will continue as robustly as ever—creating meaningful worship services, caring for each other in need and in celebration, challenging each other to think and act in ever more expansive, loving ways. Rev. Kimberley will undoubtedly provide numerous opportunities for the congregation to experience new worship practices and a different style of ministry.

What can you do?

Take this time to seek your own renewal. Find a way to “recharge” your relationship with UUSO. What spiritual practices have you wanted to try? How might you express your creative energies and expand or deepen our shared ministry? Join a small group ministry group, teach a class, sing with the choir, serve on a committee or a team. Try something new or rediscover something you left behind.

Meet Our Sabbatical Minister



Rev. Kimberley is an ordained Unitarian Universalist community minister. (Community ministers do not serve a congregation as a called minister, but rather practice their ministry in a community setting.) Rev. Kimberley describes her ministry as the Art of Meaning, with a focus on art, music, and providing support to ministers and congregations throughout our area. Most recently, she served as the Sabbatical Minister for the Unitarian Universalist Meeting House in Nantucket.

The Rev. Kimberley Debus will be serving as a part-time Sabbatical Minister for UUSO while Rev. Craig is away. A Sabbatical Minister typically contracts with a congregation to provide different levels of support and ministry during a sabbatical. The Board has contracted with Rev. Kimberley to serve UUSO in the following ways:

- Plan and lead worship services for nine Sundays.
- Provide support to and meet with Board, Staff, and the Sabbatical Committee monthly.
- Provide On-Call Pastoral support to UUSO members.
- Meet with members and leadership as needed when on-site.
- Write an article for the newsletter.

Rev. Kimberley can be reached by phone at (518) 423-1964 and by email at Kdebus@uuma.org

While Rev. Kimberley will not be staying in Oneonta full-time, she will be present for worship services, meetings, and appointments on the following days:

August 5th

August 15th & 16th

August 19th

September 9th

September 16th

September 19th & 20th

October 7th

October 17th & 18th

October 21st

November 4th

November 18th

November 21st

December 2nd

For more information about Rev. Kimberley, please see her page on our website at uuso.org/debus. There you will find links to her personal blog and website, an interview with her published in our UUSO newsletter, and a letter of recommendation from the Board president of the last congregation she served as a Sabbatical Minister.

We are excited to have Rev. Kimberley Debus with us during the sabbatical and look forward to exploring and experiencing a different style of ministry with her.

Sunday Services

We have an exciting worship schedule planned for our sabbatical time. The Rev. Kimberley Debus, our sabbatical minister, will be leading half of the worship services during the sabbatical time. The remaining Sundays, we will have professional Unitarian Universalist ministers, UUSO members, and some returning favorites as our pulpit guests. For sermon topics, please see uusoo.org/Newsletters and click on Worship Schedule.

August 5 Rev. Kimberley Debus
Sabbatical Minister

August 12 Rev. Joe Cleveland
Minister
UU Congregation of Saratoga Springs

August 19 Rev. Kimberley Debus
Sabbatical Minister

August 26 Rev. Sam Trumbore
Minister
First UU Society of Albany, NY

September 2 Rev. Judy Thistle
Coordinator of Pastoral Services at A.O. Fox Memorial Hospital;
Pastor, Second Baptist Church in Worcester, NY

September 9 Rev. Kimberley Debus
Sabbatical Minister

September 16 Rev. Kimberley Debus and Pam Strother
Sabbatical Minister and UUSO Member

September 23 Suzanne Beddoe
UUSO Member

September 30 Rev. Evin Carvill Ziemer
Congregational Life Consultant
UU Association - Central East Region

October 7 Rev. Kimberley Debus
Sabbatical Minister

October 14 Rev. Darcey Laine
Minister
Unitarian Universalist Church of Athens and Sheshequin

October 21 Rev. Kimberley Debus
Sabbatical Minister

October 28 Rev. Stan Sears
Consulting Minister
Auburn Unitarian Universalist Society, NY

November 4 Rev. Kimberley Debus
Sabbatical Minister

November 11 Rev. Douglas Taylor
Minister
Unitarian Universalist Congregation of Binghamton, NY

November 18 Rev. Kimberley Debus
Sabbatical Minister

November 25 Cheryl Petersen
Author & Contributing Writer, Daily Star

December 2 Rev. Kimberley Debus
Sabbatical Minister

Pastoral Care

One of our strengths as a congregation is how we care for one another. When one of our fellow UUSO members or friends has a need, we quickly organize and provide the needed support. That practice of caring for each other will continue during Rev. Craig's sabbatical. As always, our caring for one another starts with a request for help. Simple requests can be made on UUSO Chat or directed to Evelyn Warren at the UUSO office. More personal requests for assistance or care should be directed to Suzanne Beddoe, who will be coordinating pastoral care during this time. In the case of an emergency or serious need, arrangements have been made for Rev. Kimberley Debus to be on-call for the congregation. She can be reached at her cell phone, (518) 423-1964.

Rites of Passage

Those seeking an officiant for a wedding should contact Evelyn Warren at the UUSO office. If the date of the wedding is during Rev. Craig's sabbatical, she can provide names of other local ministers who may be of assistance. If the date falls after Rev. Craig's return, she will pass the information on to him so arrangements can be made.

Members and friends of the congregation who require a memorial service should contact Suzanne Beddoe or Evelyn Warren. Depending on the required timing of the service, Rev. Craig or Rev. Kimberley Debus will be available to conduct the service. Requests for memorial services from those not connected to UUSO should be directed to Evelyn Warren. She will have a list of local clergy she can recommend for those services.

Church Operations

The Sabbatical Committee, Rev. Craig, and the staff have been working together to assure that church operations will continue to function smoothly during Rev. Craig's absence. Our Office Administrator, Evelyn Warren, will function as staff leader and will work closely with our Board President, Karen Palmer, and our Sabbatical Minister, Rev. Kimberley Debus, to facilitate staff communication, cooperation, and support. The whole UUSO staff team is committed to assisting with our shared ministry.

WHOM DO I CONTACT WHEN I HAVE A QUESTION REGARDING...?

Adult Programs	Evelyn Warren
Becoming a Member.....	Karen Palmer
Board of Trustee Issues.....	Karen Palmer
Building Emergencies	Duncan Smith or Tom O'Brien
Calendar & Building Use	Evelyn Warren
Minister's Sabbatical	John Bagby
Newsletter	Evelyn Warren
Orders of Service	Evelyn Warren
Pastoral Care	Suzanne Beddoe
Pastoral Emergency.....	Rev. Kimberley Debus
Religious Education	Susan Ryder
Small Group Ministry.....	April Gates
Staff	Evelyn Warren
Website Content	Evelyn Warren
Weddings & Memorial Services	Evelyn Warren
Worship Services	Pam Strother
Not Listed?	Evelyn Warren, Karen Palmer, or John Bagby

UUSO Staff & Leadership

Office Administrator, Evelyn Warren	uuso@uuso.org
Director of Religious Education, Susan Ryder	DRE@uuso.org
Music Director, Tim Horne	hornel2@hotmail.com
Worship Musician, Michael Frye-Hunt	dmfryehunt819@gmail.com
Custodian, Dave Ray	rayd3000@gmail.com
Bookkeeper, Sue Gates	bookkeeper@uuso.org
Board President, Karen Palmer	greenspeech3278@gmail.com
Board Vice President, Amy Forster Rothbart	forsterrotha@hartwick.edu
Treasurer, Jeane Bennett-O'Dea	treasurer@uuso.org
Moderator, Mary Ruhoff	marysru@verizon.net

Additional Contact Information

Church Office..... (607) 432-3491, uuso@uuso.org
Rev. Kimberley Debus..... Kdebus@uuma.org
or (518) 423-1964
Board President, Karen Palmer.. (607) 267-4793
Duncan Smith..... (607) 434-8050
Tom O'Brien..... (607) 433-0640
John Bagby..... (607) 437-6230
Suzanne Beddoe..... (607) 783-2730
April Gates..... (607) 287-6915
Pam Strother..... (305) 481-8246