

## Minutes of the UUCA Board of Trustees

March 22, 2016

### **Attending**

Board Members: Amelia Shenstone (presiding), Melissa Marion-Landais , Karen Martin (recording), Marie Palena, Christian Harden, Jane Mengel, Grier Page, Cindy Hoffner, Jon Johnson, Howard Lewis, Mike Kuhar

Staff: Senior Minister Rev. Anthony Makar, Director of Administration Karen Roy

Absent: Erin Stanfill

Amelia called the meeting to order at 6:35 p.m.

### **Spirit & Community**

Chalice lighting: Jon lit the chalice with words from our hymnal, *Risk* by Anonymous.

Introductions and Welcoming Guests: Roberd Macon was welcomed as a representative of the Endowment Fund Board.

Announcements: Amelia shared announcements as presented on the agenda.

Thank you messages: This month a *Thank You* card was written to Tony Knuppel for sharing his many musical talents including the Underground Coffeehouse and helping the Youth with music for their *Star Wars* Service. A *Thank You* was also sent to the Youth (via Rev. Rogers) for the Star Wars Youth Sunday service.

Circle of connection: All members were asked to share one thing that they are proud of that they have/will share on Stewardship calls.

### **Board Education**

Report on the Endowment Fund Board : Roberd Macon reported on the make-up and work of the Endowment Fund Board. The EF Board consists of 9 members with staggered 3 year terms. Roberd is the current president. Mary Sherman is the current vice-president. Carol-Ann Arvan and Roberd Macon are rotating off the Board this year. Mary Sherman's term is ending but she has agreed to be nominated for another term. The Endowment Fund Board recommends a slate of candidates for EF Directors for approval by the UUCA Board. The EF Board then votes to elect their new members. New terms begin in May. The nominees named to join Mary Sherman this year are DeAnn Peterson and John Guyton. Concern was expressed about the lack of diversity on the EF Board.

The EF Board typically meets every other month. They study how they should select investments. They typically grant up to 3% of their assets annually for projects outside of UUCA's normal operating budget. This amounts to about \$18,000 at this time. Proposals are brought to the UUCA Board for approval and prioritization and then forwarded to the EF Board. Rev. Makar as the Executive of UUCA may request an Endowment Fund grant to cover some items slated to be paid for out of the 2014 surplus. This would free up more of the surplus money to cover our UUA GIFT. GIFT is not an appropriate item for direct funding by the Endowment Fund because it is a part of our annual operating budget.

## **Need to Know**

### **Executive Report:**

*Update on Year 4 implementation plan:* Rev. Makar reviewed the Executive Report sent to the Board via email. He highlighted the following:

- The Taking a Stand Steering Team is in process implementing educational experiences for congregants, including a Beloved Conversations retreat on March 25-26, following by eight weeks of covenant groups; an all congregational training on June 12 led by Cherisse Scott of SisterReach; a June 13 training for staff led by Ms. Scott; and a reach-out to congregational groups and teams to discuss the ARAOMC resolution among themselves.
- Rev. Makar and Jessica Seales hosted a Congregational Conversation on UUCA's Social Justice ministries on March 13, with around 60 folks in attendance. The three new SJ Coordinators were introduced, and people got to hear from them.
- Our two year search process for our new Associate Minister for Lifelong Learning and Growth has finally ended and we are extremely excited to announce that Reverend Jonathan Rogers has accepted the position. Rev. Makar and the advisory team will hold a community conversation on April 3<sup>rd</sup> at 12:45 to discuss their process.
- After careful analysis, Jessica Seales and Karen Roy have determined that implementing Share the Plate would reduce our plate income significantly. Rev. Makar has decided to stay with our current GATP process.

*Report on Status of AVOM items:* see above

*Attendance Data:* Attendance data was sent to the Board via email. Overall attendance is down 4.46% and Children's RE attendance is down 11%.

*Financial Health of the Congregation:* see report from Finance Committee

*Update on AMLLG search:* see above

## **Decisive Action 1**

**Approval of Minutes of February 2015 Meeting:** The minutes from the February Board Meeting were approved via email.

**Approval of Endowment Fund Board Nominations :** Amelia moved to approve the slate of candidates for the Endowment Fund Board. Jane seconded the motion. The slate was approved by the UUCA Board with one abstention.

**Approval of Nomination of Rev. Pupke for UUA Presidential Race :** Amelia explained that Rev. Pupke needs to be approved by 25 UU Congregations in order to be added to the list of nominees for UUA President since her nomination did not come from the UUA Nominating Committee. Joetta Prost, DeAnn Peterson and Rev. Makar offered support for Rev. Pupke becoming a candidate. Amelia made a motion to support Rev. Pupke as a candidate for UUA President. Marie seconded the motion. The motion passed unanimously.

## **The Work of the Board Part 1**

Bylaws and Governance Discussion: The Board discussed the proposed Bylaw amendment to allow for the hiring of additional ministers who are not yet in fellowship with the UUA.

Section B. **Additional Minister(s)**

1. Selection

(a) The Senior Minister may hire one or more additional Minister(s), as provided in the budget, after consultation with the Board of Trustees. The Senior Minister shall determine the exact title of the additional Minister(s).

(b) Additional Minister(s) shall be ministers in fellowship with the UUA **or have a plan to obtain fellowship within 6 months of their start date.**

Alternate wording

(b) Additional Minister(s) shall be ministers in fellowship with the UUA **or have a contractual agreement to pursue fellowship according to a plan approved by the Board.**

After discussion of the proposal, the Board was not united on how to go forward. It was decided that debate would continue and include community conversations relating this potential change to our ARAOMC goals before any new language would potentially be brought to a Congregational Meeting for a vote.

## **The Work of the Board Part 2**

### Open Question: Generosity and Engagement:

Jon led the group in a discussion of chapters from *The Other 80%*. Teams were asked to discuss their chapter and come back to the group with 2-4 take-aways from the reading. Comments included:

- more training for leadership or volunteer positions
- reach out to less involved, determine what interests them, provide a list of short term and long term volunteer opportunities.
- effectively use social media to engage people
- use small groups to increase engagement
- people who attend community conversations or other events could sign in as a means of gathering data on interest
- a big question remains as to which comes first, increased involvement or spiritual growth
- link all volunteer opportunities to being a UU and the 7 Principles
- identify our non-attending members

We have plans to conduct a survey of skills and interests on The City, launching June 5.

Teams compiled a list of ideas to enhance generosity and engagement which was collected by Jon.

Congregational Life Committee: The committee proposed reissuing the Congregational Survey as a first step in the next Long Range Planning Process. Survey data would help guide the Long Range Planning work. Jane shared some minor edits. We propose that the survey begin in August.

PEM: We are still collecting data from the Board self-evaluation. We are missing a response from one member. Melissa will resend the survey to Board members.

Finance Committee: The external audit has been completed. We need better documentation of financial control processes and procedures. The Finance Committee may start looking at the raw data used to create monthly reports. We still have questions as to whether our current processes regarding executive compensation meet IRS requirements.

We are slightly ahead in income compared to this time last year. One quarter of the congregation has not been tapped yet in the year-round stewardship process. Many pledgers who we expected to pay some portion of their 2016 pledge by now have not yet done so or are significantly behind. We are looking at how to reach these people. The Board may be asked to help with calls to them in April. We are having some difficulty recruiting for the Generosity Team.

Open Question: Hotchkiss Recommendations: Amelia shared a document listing the recommendations made in the Hotchkiss report and the progress we have made on each recommendation.

## **Closing**

Observer's Insights: Melissa shared observer's insights.

Extinguishing the Chalice: Jon extinguished the chalice with words from David A. Johnson.

Amelia adjourned the meeting at 9:02 p.m.

## **Next Meeting: April 26, 2016**

Meeting Host: Howard Lewis

Process Observer: Howard Lewis

Chalice Lighter: Mike Kuhar

Above Board [*due May 8 at 5pm*]: Cindy Hoffner

Upcoming Committee Meetings:

- Bylaws and Governance:
- PEM Committee: 3<sup>rd</sup> Tuesdays
- Finance Committee: 3<sup>rd</sup> Mondays
- Congregational Life: 3<sup>rd</sup> Sundays
- Signup Genius for meeting roles:

<http://www.signupgenius.com/go/30e0948abae2ca75-uuca>