

MINUTES

Monthly Meeting of the UUCA Board of Trustees

July 28, 2011

Meeting called to order at 7:00 by Ellen Beattie.

In attendance: Ellen Beattie, Lyn Conley, Jimikius Harris, Cindy Hoffner, Conrado Marion-Landais, Jerry Moore, Walter Overby, Grier Page, Joetta Prost, Beth Valentine, Rev. Marti Keller.

Chalice lighting was offered by Joetta Prost

Circle of Connection: Board members shared their memories of summer.

Agenda and Meeting Structure: Ellen Beattie discussed the agenda structure: Spirit & Community, Board Care, Decisive Action, Need to Know, Our Quest, and Go in Peace.

Congregational Meeting Minutes: Minor edits were suggested and incorporated into the draft of the minutes of the May 22, 2011 congregational meeting, before they were unanimously adopted by the Board. They will be posted as a draft version until voted on in the December 2011 congregational meeting.

May Board Meeting Minutes: During the review of the draft presented, discussion arose as to whether the minutes should reflect the names of the individual trustees who raise questions or initiate topics for discussion. The sense of the Board was to use the names as appropriate, unless the named person asks not to be named. The minutes, after minor style edits, were unanimously approved.

UUCA Endowment Fund Charter: The Board discussed the proposed amendments to the UUCAEF charter, which the UUCAEF Board presented for approval, as per charter requirement. The amendments make certain changes that have already been adopted by the Fund Board available to and recognizable by the state of Georgia. Cindy Hoffner asked about the name used for the Fund in the amendments. The name contains "Unitarian Universalist Endowment Fund," but it is "doing business as" (DBA) "Unitarian Universalist Congregation of Atlanta Endowment Fund." The amendments included changing the "chairman" style positions to President and Vice-President, requiring the UUCA Board to appoint new Fund directors should the Fund lose all of its directors, and specifying that assets transfer to UUCA, instead of the UUA, should the Fund close. The Fund charter requires that the UUCA Board approve amendments. The Board unanimously accepted the amendments. (See text of amendment annexed below) The Board also unanimously decided to express its deep gratitude to Frank Chew for his long years of service to the Fund.

UUCA Address: The Board discussed plans developed by the Executive to change the address of UUCA from Cliff Valley Way to Northeast Expressway, following many years of inquiries into this option. Jerry Moore asked the Board if any disadvantages to changing the address might exist. Rev. Keller described the transition between addresses. It will take time for online maps and other records to reflect the change. Printed materials, such as business cards, must

change. Ellen Beattie argued that the Congregation should begin the transition sooner rather than later. The Board voted unanimously to authorize the Executive to change the address.

Executive Report: Rev. Keller reported that she continues to receive inappropriate emails from the individual discussed at previous Board meeting, in blatant defiance of the cease and [desist letter](#) sent by Rev. David to the sender on 6/21/11. She advised the Board that they may also receive such emails. She advised the Board of the Mid-South District “Healthy Congregations” conference event to be held at UUCA on Oct. 6-7. The staff is involved several aspects of the program, but the Congregation will not be responsible for providing volunteers for the event. The Board discussed the Attendance Report which was created by Kelly Schwartz.- The Board briefly discussed parking at UUCA, touching on publicity for the various lots, handicapped access, and involving the greeting team. Jerry Moore asked about Rev. Tessie Mandeville and Rev. Keller described the work Rev. Mandeville was doing currently on a volunteer basis at UUCA, particularly in pastoral care. Rev. Mandeville is considering dual status with UUCA and Metropolitan Community Churches (MCC).

Finance report: Ellen Beattie presented the report for the absent Clarke Weeks. Current YTD income shows a \$112K surplus. The existence of a surplus in midyear is atypical and a good indicator of the strength of the revenues. The rent income is still falling behind projections. . Current YTD expenses are directly on budget. Lyn Conley asked about the source of the non-budget revenue shown on the report. Ellen Beattie explained that several restricted reserves have been moved into the operating budget in order to minimize the use of restricted accounts.

Congregational Life Committee: Chair Conrado Marion-Landais described the committee's charge. A listening event is scheduled for September 18, and Conrado asked each Board Member to invite one person to the event. In response to a suggestion from Cindy Hoffner, Conrado agreed to send around a short description of the listening event that Board members may use when they recruit attendees. Ellen Beattie suggested that the upcoming listening events focus on the big questions the Board is exploring this year, including generosity and growth. Conrado mentioned upcoming additions to the Yahoo! Calendar. He also mentioned that the Committee will start a Facebook page for the Board. Beth Valentine asked who would monitor the page. After discussion, Conrado suggested that the Committee could handle.

Planning, Monitoring and Evaluation Committee: Lyn Conley reports that the Committee has not met. Some preliminary documents have been produced and a Yahoo Group page created.

Stewardship: Walter Overby presented the report of the task force created at the retreat. The report summarized the plan suggested by the Executive, spelled out the role the Board would play in the plan, and detailed several questions to be decided by the Board. Ellen Beattie endorsed the plan, especially in its tone and balance between Board and Executive. She also commented positively on the various coordinator roles, the leadership giving component, and the one-on-one campaign. Several members offered thoughts on campaign communications and the one-on-one campaign. Walter Overby reminded the Board that the plan created forums where such issues will be addressed, and that the questions currently before the Board were more general. -Various trustees commented on pros and cons of the “What Should I Pledge”

approach presented in the draft plan.

The Board unanimously approved the plan and the Board's role as presented. The Board specifically discussed and approved the plan for the Executive to recruit team leaders. The Board chose Walter Overby to be the Congregations Coordinator, Lyn Conley and Ellen Beattie to be the Leadership Co-Coordinators, and Grier Page to be the Board Liaison. The Board agreed that each member would participate in at least one aspect of the campaign.

Announcements: Ellen Beattie announced the Fair Compensation Workshop, led by Bob Day, MSD's UUA Fair Compensation Consultant, on September 16-17 at UUCA. Jerry Moore expressed his appreciation for the Lay Ministers during a recent illness. Lyn Conley announced that UUCA will be mentoring First Unitarian in Denver through the UUA's *Leap of Faith* program. Rev. Keller explained that the mentorship was an honor and a good public relations opportunity for UUCA.

Observer's insights: Grier Page presented the process observer report.

Closing words: Joetta Prost

Meeting was adjourned at 9:20 p.m.

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Walter Overby
Board Secretary