

FIRST UNITARIAN UNIVERSALIST CHURCH**Board of Trustees****April 27, 2016 Minutes**

Board		Present	Absent
Chair	Carlos Hoyt	X	
Past Chair	John McCrystal	X	
Vice-Chair	Ginnie Vogts	X	
Treasurer	Debra Boyd	X	
Secretary	Kitty Durham Jones	X	
	James Brown		X
	Karen Dawson	X	
	Fujio Hayashi	X	
	Marge Lynd	X	
	Nancy Nehring		X
	Joe Pierce	X	
Youth Rep	Emma Merchant	X	
Youth Rep	Willow Otten	X	
Staff			
Sr Interim Minister	Rev. Jennifer Brooks	X	
Assoc. Minister	Rev. Eric Meter	X	
Minister of Religious Education	Lane Campbell		X
Administrator	Brian Hagemann	X	
Guests			
Chas Williams			
Judy Kleen			

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1	Opening and Welcome <ul style="list-style-type: none">• Chalice Lighting• Centering (Opening Words –Joe)• Check-in with Staff and Board members	7:00 (14)
2	Consent Agenda: <ol style="list-style-type: none">1. Approval of March 23 Board Meeting Minutes – Not sent out in time2. Membership Roll Review – Approval of Membership recommendation to remove the following individuals from the membership rolls after following the membership rolls review policy.<ul style="list-style-type: none">• DeAnne Krouse and Cheryl Doty• Beth Vickery and Kirby MacBrayer• Jan and Thomas McCain• Bob Salemme• Kristina Whitford• Mille Bosch <p>Summary of the Roll Review policy:</p> <ol style="list-style-type: none">1. Start with a list of members who have not donated to the church in the last 18 months and who do not have a current pledges. This list is then vetted by staff, membership and long time members for hardship.2. Call everyone and ask if they would like to renew their membership.3. If we cannot get a hold of them we send an email.asking if they want to renew their membership.4. Make a second call5. A letter from the church is sent by first class mail asking if they want to remain members.6. If no response to the above steps the Board approves removal from rolls.7. (We did not complete rolls review last year so some members had an extra year) <p>Consent agenda passes with exception of the March minutes which will be part of consent agenda for the May meeting.</p>	7:14 (1)
3	“Share the Plate” Update – Rev. Jennifer <ul style="list-style-type: none">• Purpose: Update <p>Proposal: “Share the Plate” recipients (12) will be chosen by the congregation at the annual meeting May 22nd and plate income will be shared 50/50 with monthly recipient. Suggestions coming from JAM, and CT is coordinating ballot possibilities. Board members discussed and agreed that “Share the Plate” will go forward on a trial basis.</p>	7:15 (5)
4	Annual Meeting – Draft Agenda Purpose: Update & Board Assignments Preparation: <u>Review Draft Annual Meeting Agenda</u>	7:20 (10)

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	<p>Volunteers Required for:</p> <ul style="list-style-type: none"> ○ Subway Sandwich pick up – Debra Boyd ○ Bagel pick up - Kitty Jones ○ Fellowship Hall Food Set up – use volunteer form for this ○ Additional finger foods – Ginnie Vogts ○ Pizza – Joe Pierce <p>Carlos recommended not doing a “Meet the Candidate” per Nominating Committee’s suggestion. Discussion about this. Debra feels strongly that we should do this. Rev. Jennifer said that if the Board asks for this the CT can try to develop the plan for making this happen. Willow suggested video bios for the candidates.</p> <p>John stated that Nominating Committee is prepared to deal with a tie vote for Nominating Committee. Chas will determine when to interrupt the meeting to do a tie-breaking vote.</p> <p>Missional budget will be presented and the line item budget will be available on tables at the entrance.</p> <p>Debra asked that we add in the GA business issues for a straw vote from the congregation. Revised agenda will be sent out prior to the meeting (within the next week).</p>	
5	<p>What Financial Updates does the Board & Staff need to know? (Debra)</p> <p>Purpose: Update</p> <p>Preparation: Review <u>April Financial Summary</u></p> <p>No comments on the April Summary.</p>	7:30 (10)
6	<p>Review CT’s Budget Proposal for the next church year 2016-2017 (CT)</p> <p>Purpose: Discussion –Preparation: Review the Coordinating Team (CT)</p> <p>Proposed Budget :</p> <p>Budget Timeline:</p> <p>3/23 - Board meeting - high level priorities discussion.</p> <p>3/23 - 4/22 – CT develops proposed budget</p> <p>4/19 – Proposed Budget reviewed by Finance committee</p> <p>4/27 Board meeting - budget discussion and approval by Board</p> <p>5/11 - Exec Committee scheduled - hold date for full Board meeting on budget if additional meeting is required.</p> <p>5/22 - Congregation meeting and budget approval</p> <p>Brian provided a budget handout. Update on pledges. Average this year 4.3% higher than last year. Question about where funds from GA housing will go. Answer is that it may be as high as \$10,000 and will cover any shortfall this budget year. Question from John about members leaving versus new members and impact on the budget. The presented budget is a 3.4% increase</p>	7:40 (45)

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	<p>over last year's budget. Ginnie spoke to the power of the personal asks for Stewardship. Rev. Jennifer also mentioned an increase in pledging after ministerial comments during services. Debra commented on the possibility of someday reaching the aspirational budget due to the possibility of attaining a \$2000 average pledge amount in the future. Rev. Eric said that the staff appreciated being able to help develop the budget for the upcoming year. Rev. Jennifer suggested that a forum be held ahead of the annual meeting to make the budget information available. Debra said that she will work on this with Brian. Carlos asked for any issues with the proposed budget. None were mentioned.</p> <p>Consensus was that the budget was accepted as presented. Any amendments will be sent out by email and May 11th is available to meet as necessary.</p>	
7	<p>Rummage Sale: (Carlos)</p> <p>Purpose: Update</p> <ul style="list-style-type: none"> Volunteer signup is at http://vols.pt/ExbuC8 <p>Update from Carlos and Karen on this.</p>	8:25 (5)
8	<p>Rev. Jeanne Pupke is requesting First UU support to be added to the ballot as candidate for UUA President. (Rev. Jennifer)</p> <p>Purpose: Discussion</p> <ul style="list-style-type: none"> Rev. Pupke's Bio Congregation Nomination Form <p>Rev. Jennifer said that this is similar to placing a name on a petition, and is not an actual vote for the candidate. Board approved filling out the Congregational Nomination Form for Rev. Pupke.</p>	8:30 (5)
9	<p>Senior Staff Report Highlights:</p> <p>Purpose: Update</p> <p>Preparation: Review staff reports (attached)</p> <p>Process: Highlights from Rev. Jennifer, Rev. Eric, Rev. Lane, Brian</p> <p>Comment on how well attended the Saturday April 23rd workshop on diversity was. Ministers visiting after GA on June 27. Rev. Jennifer suggested help with hospitality (small reception and a breakfast). Brian commented on new furnishings for room 7.</p>	8:35 (5)
10	<p>Youth Update (Willow or Emma)</p> <p>Youth got a \$1000 grant from UUA to help with GA scholarships. Sending 9-10 youth to GA. Other fundraising has been very successful. Retreat last Sunday was fun. Willow in charge of the bake sale for the rummage sale.</p>	8:40 (5)
11	<p>What does the Board need communicate the Congregation?</p>	8:45 (5)

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	<p>Debra mentioned early registration for GA. Email regarding this is going out before the April 30th deadline for reduced registration fee.</p> <p>Purpose: Discussion</p>	
12	<p>Wrap-up</p> <ul style="list-style-type: none"> • Thank you cards • Upcoming events: <ul style="list-style-type: none"> ○ 4/30 – Rummage Sale ○ 4/30 - GA Reduced Cost Registration Deadline ○ 5/11 (7:00) Executive Committee Meeting ○ 5/22 Congregational Year End Meeting ○ 5/25(7:00) – Board Meeting ○ 6/15 (7:00) Board Meeting – Note Date Change due to GA 	8:50 (5)
13	<p>Meeting Process Observation (Joe)</p> <ul style="list-style-type: none"> • What did we do well at this meeting? Good sharing. Lot of energy around “Share the Plate” and draft annual meeting agenda. Excellent job of getting back on track during the budget discussion. Out on time. • Anything we should do differently for the next meeting? Some side-bar conversations going on. Energy around items may have contributed to time overages. 	8:55 (5)

Open Action Items and Potential Future Agenda Topics

1. Staff to recommend program area to be evaluated and taskforce members for next church year’s evaluation per Board Policy Book section 11.2.1. Status: Hold until April or May meeting.
2. Schedule “Beyond Categorical Thinking” Workshop with UUA. Status: Request: Carlos filling out request form.
3. Search Team would propose the contract for the Senior Minister for Board Review at the Sept. 2016 Board Meeting.
4. Board Vote on proposed Senior Minister contract at Oct. 2016 Board Meeting
5. JAM Request for Board support of Wendy’s Boycott. Status – Add to future meeting.

Completed items

1. Rescind Standing Rules, replacing with Board Policy Book – Status: Complete