

CLUUC BoT MEETING MINUTES

January 19, 2016

Agenda

Stewardship update
Outreach and Public Relations update and mission statement
Budget Status update
Bylaws and Articles of Incorporation changes discussion
Vision 2020/Strategic Directions update

ATTENDANCE:

Board Members Present: Jim Anderson; Rebecca Bond; Maryann Dillon; Maureen Donnelly, Dave Hawver (Chair Elect); Emily Mellgren (Assistant Secretary); Lyn Peters (Chair); Melissa Reichley; Jack Rodgers (Treasurer); Kate Simon (Secretary); Michael Thoryn (Communications); Gwen Warman; Jack Welch (Assistant Treasurer)

Board Members Absent: none

Staff Present: Rev. Abhi Janamanchi; Sara Deshler

Others Present: Stew Grubman, Rev. Archene Turner, Mary Means, Dino Drudi

Opening: The meeting convened at 7:30 p.m. with centering words, the chalice lighting, covenant reading and check in.

Approval of Consent Agenda:

1. Appendix A Minutes of December 15, 2015 Board Meeting
2. Appendix B Report from the Senior Staff
3. Appendix C Housing Allowance Reports

Kate Simon moved, and Michael Thoryn seconded approval of the Consent Agenda; it was approved by unanimous voice vote.

Other Reports received by the Board:

1. Budget Update (Total income/expenses, 1/19/16; Dashboard-Spending and revenue pie charts)
2. Outreach and Public Relations mission statement
3. Membership to be submitted to the UUA as of January 19, 2016
4. Vision and Mission and Strategic Directions summary
5. Calendar of Stewardship Events

Senior Staff Updates:

Sara Deshler reviewed the report on Membership to be submitted to the UUA as of January 19, 2016. The total members to be certified to the UUA at the end of January is 738.

Financial Update:

Key points:

- Jack Rogers shared “Dashboard” pie charts summarizing program budgets and sources of revenue. Spending at CL is right on target, as compared to last year.
- Jack R. also shared a table summary of income, expenses and deficit.
 - Good news: The deficit is not bigger than last year.
 - Bad news: The pledge income is significantly lower than last year. Although pledge levels increased, we are not collecting as many pledges as last year.
 - CL did receive several significant financial gifts this year which has helped offset the lower pledge collection level. However, this is sporadic, and not something that can be counted on in the future.
- Thanks to the efforts of Melissa Reichley and others, the end of year appeal letter was successful.
 - It served as a reminder to some to make their pledge.
 - It also served as a reminder for people to pay their pledge (catch up on pledges made)
 - Other people made an additional financial gift.
- Maryann Dillon offered clarification regarding the HVAC costs.
 - The original estimate of the construction costs alone was ~\$550,000--it is now ~\$800,000.
 - Up to \$1,000,000 is an estimate of the COMPLETE costs.

Board Activities:

Item 1 Stewardship Update from Stew Grubman, co-chair, Stewardship Team

Key presentation points:

- The Stewardship team welcomes Board members to take an active part in the discussion of stewardship, including participating in the upcoming educational workshops.
- The team is discussing “de-siloing” the many activities that are going on in the church that relate to stewardship.
- The team is working with consultant Mark Ewert to enhance the planning and processes around stewardship.
- In the past, there has been too much energy associating stewardship with the budget deficit. However, this is not an effective motivator for giving. People give because of a cause, goal, vision, energy.
- The team is collaborating with the Vision 2020/Strategic Directions Team, the Board and others to articulate the dreams of this church.
- The team will share the Fair Share Contribution Guidance Chart that they plan on incorporating into their plans to encourage congregants to aspire to a level of giving (e.g. Supporter, Sustainer, Visionary, Transformer).
- Estimated financial figures:
 - \$1800 per member cost to run the church (\$2600 per pledge unit)
 - \$1800/ average received per pledge unit
 - 505 pledge units

Item 2 Outreach and Public Affairs mission statement

Key discussion points:

- The Board discussed and approved a motion to remove public relations from the Communications/Public Relations Committee and recommend the senior staff form a ministry team with the same focus.
- Much work in this area is already being done.

- The drafted mission statement provides an excellent framework to move forward.
- One Board member noted that there is still a lack of ongoing communication between the membership team, outreach team and the Board. It is a challenge (i.e. time constraints) for Board members to be active participants on the many teams that collaborate.
- There was brief discussion regarding our “Growth Strategy”. The Vision 2020/SDT will set the direction for this. Yet, it will be overwhelming to have all the ministry teams and committees collaborate and communicate frequently about this (or any single) issue.
- The Communications Committee has conducted a church-wide survey regarding communication preferences. Michael Thoryn will be preparing a summary report.

Other Discussion:

Bylaws and Articles of Incorporation Changes

The Board discussed and approved a resolution to change the Bylaws and Articles of Incorporation by removing the constraint of “April” in the scheduling of the Annual Meeting to provide greater flexibility and allow the congregation to vote on the budget at that meeting.

Vision 2020/Strategic Direction Update

Rev. Archene Turner and Mary Means presented the work and consensus of the Vision 2020/Strategic Directions Team.

Key Points:

- Their work was to provide a basic structure to energize and motivate the congregation to live out our vision and mission.
- A combined Vision and Mission Statement:
 - Cedar Lane Unitarian Universalist Church: A community where love works. Together, we explore the eternal, nurture community and build a more just world. Together, we dare to embody beloved community.
- There will be supporting documents presented to the congregation to help explain the Statement.
- It will be presented to the congregation at the upcoming congregational meeting. How it will be implemented will also be discussed. Wordsmithing is not requested by the Board or congregation. The Vision 2020/SDT came to thoughtful consensus on the wording of the Statement.
- Board members shared initial reflections regarding the combined Vision and Mission statement.
- Archene and Mary also shared with the Board updated wording regarding the Strategic Directions to Support our Vision and Mission. (A previous draft had been presented to the Board at the Winter 2016 retreat.)
- A big thank you to the entire Vision 2020/Strategic Directions team for their tireless and diligent work in gathering and assimilating the many voices of the congregation into a clear vision.
- The Board adopted a resolution affirming the Vision and Mission Statement and Strategic Directions.

Informal survey- “Congregation” or “Church”

Lyn Peters queried the Board regarding their initial thoughts on their preference for “church” or “congregation”, as it reflects Cedar Lane. 10/13 members were in favor of “congregation” in this informal survey.

Denominational Affairs Committee

Dino Drudi expected to discuss the Denominational Affairs (DAC) mission statement, but this agenda item had been inadvertently left off the Board agenda. Lyn Peters apologized and allowed Dino time to discuss the Committee. DA will be invited back to a future Board meeting.

Key points:

- The DAC is a hybrid committee, with Board responsibilities for the nomination of delegates to general assembly and the Joseph Priestley District.
- The DAC recommends Study Action Issues and Statements of Conscience to the Board for review and vote whether drafts go forward.
- The DAC has supported the registration costs of youth, young adult and older adult (with financial need) delegates to general assembly but has had its budget cut in recent years.

Board Decisions (include motions passed):

Previous motion passed on July 21, 2015

Communications

Whereas, in its June 6 retreat the Board identified Communications as priority issue for 2015-16, it is resolved to create a Communications/Public Relations Committee to focus on improving:

- a) Communication between the Board and the Congregation
- b) Communication between Cedar Lane and the larger world (website, PR, etc.)
- c) Communication with Members of all ages

The Board resolves to remove the public relations aspects of the Communications Committee, including Section B {Communication between Cedar Lane and the larger world (website, PR, etc.)} and recommend that those aspects be transferred to a ministry team.

Jim Anderson moved, Gwen Warman and Maureen Donnelly seconded the motion regarding public relations. It was approved by unanimous voice vote.

The Board of Trustees resolves to recommend to the members of Cedar Lane Unitarian Universalist Church the following amendments to the Articles of Incorporation and Bylaws, which provide more flexibility in the timing of the Annual Meeting.

ARTICLES OF INCORPORATION FOR THE CEDAR LANE UNITARIAN UNIVERSALIST CHURCH

SECTION III, 6. ANNUAL MEETINGS

Change:

There shall be an annual meeting of the congregation for the election of trustees and transaction of other business in April on a date and at an hour and place fixed by the trustees and announced at the regular service of the church on each of the two Sundays next preceding the meeting. One-tenth of the members qualified to vote, but not less than 35, shall constitute a quorum for transaction of business. No proxy shall be recognized. Other meetings of the congregation may be held as provided for in the By-Laws.

To:

There shall be an annual meeting of the congregation for the election of trustees and transaction of other business on a date and at an hour and place fixed by the trustees and announced at the regular service of the church on each of the two Sundays next preceding the meeting. One-tenth of the members qualified to vote, but not less than 35, shall constitute a quorum for transaction of business. No proxy shall be recognized. Other meetings of the congregation may be held as provided for in the By-Laws

BYLAWS OF THE CEDAR LANE UNITARIAN UNIVERSALIST CHURCH

SECTION XI. 2. CONGREGATIONAL MEETINGS AND ELECTIONS

Change:

The Trustees will hold an annual meeting of the congregation in April of each year as provided in Article III, 6 of the Articles of Incorporation. The Trustees may call other meetings of the congregation as they deem appropriate, and will call a meeting on receiving written request of one tenth of the members qualified to vote at the time of the last annual meeting.

To:

The Trustees will hold an annual meeting of the congregation each year as provided in Article III, 6 of the Articles of Incorporation. The Trustees may call other meetings of the congregation as they deem appropriate, and will call a meeting on receiving written request of one tenth of the members qualified to vote at the time of the last annual meeting.

Dave Hawver moved and, Maryann Dillon seconded the motion. It was passed by unanimous voice vote.

The Board of Trustees affirms and supports the Vision and Mission Statement and Strategic Directions as developed by the Strategic Directions Team for presentation at the congregational meeting on February 7, 2016.

Gwen Warman moved and Melissa Reichley seconded the motion. There were twelve "ayes" and one "nay." The motion carried.

The Board continued in Executive Session.

Closing words were read by Rebecca Bond

Calendar Items

1. February 2 - 7:30 PM Board meets with Rev. David Pyle and Pat Infante, Rm 1-2
2. February 3 - Executive Committee meeting
3. February 7 - Congregational Meeting, 12:45 PM, Sanctuary
4. February 16 - Board Meeting "Mid year Review/ Retreat Debrief, Membership"
5. February 21 (snow date 2/28) - Board Pancake Dinner (auction item)
6. February 28 - Stewardship Sunday

- 7. March 5 - Leadership Conference on Building Authentic Diversity, Hosted by CLUUC, 9-4, (Note: this is led by Rev. Rob Keithan, a UU Minister's Association Certified Facilitator for the Intercultural Communications Training Program, and will take the place of the previously planned April 8-9 weekend workshop with Phyllis Braxton.)
COST: \$40/person includes lunch and materials, could be reimbursed from Board budget?

Here is the link to register: <https://uua.wufoo.com/forms/building-authentic-diversity/>

- 8. March 20 End of Stewardship campaign

Action Items:

Advise Dino Drudi/DA Team when they are on the Board agenda next	Lyn	
Sign up for the stewardship education workshops	Board Members	ASAP
Attend meeting with Rev. David Pyle and Pat Infante	Board Members	February 2