

DRAFT

Cedar Lane Unitarian Universalist Church

Annual Congregational Meeting

April 21, 2013

Minutes

Call to Order: Sandy Shaw, Chair of the Board of Trustees, called the meeting to order at 1:15 p.m., following a luncheon and member registration. Opening words were read by the Rev. Heather Janules, Associate Minister and Minister for Pastoral Care.

Quorum: Two hundred sixty three members registered for the meeting, constituting a quorum for transacting business, in accordance with the Bylaws of the congregation. (A list of members who registered for the meeting is filed in the church office.)

Approval of Minutes: Anne Fretz submitted the 2012 Annual Meeting Minutes, prepared by 2011-2012 Secretary William Zelmer. The following motion was made, seconded, and approved unanimously:

To approve the minutes of the 2012 Annual Meeting of Cedar Lane Unitarian Universalist Church (Appendix A).

Vote to Call the Rev. Abhi Janamanchi: Carolyn Morrissey, Chair of the Senior Minister Search Committee, invited committee members to the stage for recognition: John Gubbings, Robert Harrison, David Hawver, Emily Mellgren, Ann Meyer, Lyn Peters. She announced that the Rev. Abhi Janamanchi was the unanimous choice of the committee. She instructed Cedar Lane members in attendance to complete their ballots so that they could be collected for counting.

Sandy Shaw thanked the Search Committee for their tireless efforts during the previous year, mentioning each by name. He announced that three valued Cedar Lane members, John Daniel, Nancy Janssen and Helen Strang, were selected to be the honored vote counters for the election.

Report of the Treasurer: Treasurer Rick Offner elaborated on his report in the Annual Report that was distributed at the meeting. He noted that the budget for FY13 was brought into balance by allocating to operations funds from the Endowment earnings, amounting to 7% of the revenue for this year's budget, to cover a deficit in income. Though the number of pledge units increased from 512 to 531, the average pledge was \$156 lower than last year. He stated that this is an increasing concern because the majority of the church budget (76%) is used to pay

staff salaries and benefits and is likely to rise in the future as the church works to attain fair compensation for all employees. Rick further informed the membership of a one-time gift of \$677,000 from the estate of longtime member Frank Blumenthal. The Board of Trustees has instructed the Finance Committee, along with the Financial Task Force, to make recommendations on how to use this gift in a financially responsible manner that furthers the mission of the church.

Report of the Chair, Board of Trustees: Board Chair Sandy Shaw referred members to the Annual Report for an accounting of Board activities. He noted that the Governance Task Force, with guidance from consultant Dan Hotchkiss and with input from Cedar Lane members, is proceeding on schedule with its mission to move toward policy-governance. The goal is to develop greater transparency in church operations and to clarify decision-making authority among the staff and Cedar Lane committees.

Sandy thanked Rev. Janules for taking on extra responsibilities this year and for providing institutional memory during this time of change. He also expressed his appreciation for the efforts of the Rev. Evan Keely, Interim Senior Minister, Karen Lee Scrivo, Interim RE Leader and Sara Deshler, Church Administrator. He then recognized the members of the Board of Trustees and thanked them for their work this year.

Leadership Development/Nominating Committee: Cathy Knapper, Chair of the Leadership Development and Nominating Committee, introduced the following motion, which was seconded and approved unanimously:

To elect the following members to the Board of Trustees of Cedar Lane Unitarian Universalist Church:

Assistant Treasurer- 2013-2015: Paul Strella

Assistant Secretary-2013-2015: Susannah Vesey

At-Large Candidates (2013-2016): Maryann Dillon, Lyn Peters and Michael Thoryn

At-Large Candidate to replace unfilled term (2013-2014): John Wing

Cathy Knapper introduced the following motion on behalf of the LDNC, which was seconded and approved unanimously:

To elect the following individuals to the Leadership Development and Nominating Committee of Cedar Lane Unitarian Universalist Church for three-year terms (2013-2016): Betsy Devlin-Foltz and David Hawver.

Election of Social Justice Council Members:

Michael Burski, Co-Chair of the Social Justice Council, introduced the following motion that was seconded and approved unanimously:

To elect the following members to the Social Justice Council of Cedar Lane Unitarian Universalist Church for three-year terms (2013-2016): Don Cleary, Roger DeLucia and Eugene Rich.

Commissioning Ceremony: The Rev. Heather Janules, Board of Trustees Chair, Sandy Shaw, and Board of Trustees Chair-Elect Don Bliss recognized the newly elected members of the Board of Trustees, the Leadership Development and Nominating Committee and the Social Justice Council and led the congregation in reading aloud a passage commissioning and blessing these individuals.

Vote on Ordination of Nancy Pellegrini: Nancy Janssen and Susannah Vesey spoke on behalf of Nancy Pellegrini, ministerial intern (2011-2012), who requested to be ordained into the ministry at Cedar Lane Unitarian Universalist Church. The following motion was introduced, seconded and approved unanimously:

To approve Cedar Lane Unitarian Universalist Church's ordination of Nancy Bird Pellegrini on May 19, 2013.

Governance Task Force: Tim Persons, Board of Trustees Chair-Elect (2014-2015) and Governance Task Force member, reported that the Governance Task Force is continuing the process of moving the church toward policy-governance. The Task Force has developed a Philosophy of Governance Statement and several policies, which have been affirmed by the Board and are now being considered by the congregation. It is hoped that these and additional policies will be in place for a yearlong trial run beginning in June 2014.

Transition Coordinating Committee Update: Vicky Strella, Chair of the TCC (which is a subcommittee of the Board of Trustees), reported that the Board of Trustees voted this month to renew Interim Director of Religious Education Karen Lee Scriver's contract for another year. Karen will chair the newly-formed Interim Religious Education Task Force that will be responsible for gathering input from the congregation on the vision and future needs for the RE program. The TCC will recommend to the Board a nominations process for individuals who wish to serve on the Religious Education Leader Search Committee as well as recommend a job description and recruitment options for attracting the widest pool of qualified applicants.

Fair Compensation Guidelines Report: At last year's annual meeting, the congregation requested that the Board report at the 2013 Annual Meeting on the status of Cedar Lane's compliance with the fair staff compensation policy of the Unitarian Universalist Association. Rick Offner, Treasurer, speaking on behalf of the

BOT, reported that Cedar Lane is a “Practicing Fair Compensation Congregation.” He explained that Cedar Lane is in the mid-range in most categories for a Large I church, but noted that the current membership number is close to that of a Large II church. If membership continues to increase, Cedar Lane will be categorized as a Large II church and will then be challenged to increase staff compensation levels to comply with the UUA guidelines for a Large II church. Rick referred congregants to “Cedar Lane Unitarian Universalist Church Fair Compensation Assessment (March 2013)” located in the packet of handouts distributed at the meeting.

Stewardship Committee: Ardene Shafer, Chair of the Stewardship Committee reported that the budget deficit for FY13 is approximately \$30,000 and urged members to increase their pledges for this year as well as for FY14. She recommended that the Board provide greater support to the committee, and noting that it has been difficult to recruit new committee members, she suggested that each church committee send a representative to serve on the Stewardship Committee. Sandy Shaw announced that his family had increased their pledge by 20% and invited other members to increase their pledges as well.

Chair-Elect Remarks: Don Bliss, Chair-Elect of the Board of Trustees, commended Sandy Shaw for his leadership of the Board during this year of change. He encouraged Cedar Lane members to communicate their views to the Board as the church moves toward establishing governance by policy and to convey their thoughts regarding the Board’s vision for the future. He also urged members to renew their commitment to the work of the church by increasing their involvement and thus engaging more fully in the shared ministry at Cedar Lane.

Results of Congregation Vote for Senior Minister: Carolyn Morrissey, Chair of the Senior Minister Search Committee, announced that 99.7% of the votes (254 votes in favor; 1 vote against) favored calling the Rev. Abhi Janamanchi to be the fifth senior minister of Cedar Lane Unitarian Universalist Church.

The Rev. Abhi Janamanchi stated that he was deeply moved by the election results and expressed gratitude for this affirmation and confidence in his leadership. He conveyed his appreciation to the Search Committee for their untiring efforts on his behalf and for the hard work of the Board, the Rev. Heather Janules and the church staff. He then invited his wife, Lalitha, his two sons, Yashasvi and Abhimanyu, and two close friends to join him on the stage for recognition during this momentous occasion.

Closing Remarks: Sandy Shaw thanked the following individuals for their assistance organizing the Annual Meeting: Sara Deshler, Sara Davidson, Debbie Goodwin, Anne Fretz, Rick Offner and all others who helped.

Closing Remarks: The Rev. Abhi Janamanchi read closing words by Theodore Parker that included these words: “Be ours a religion that goes everywhere....”

Adjournment: The meeting was adjourned at 2:48 p.m.

Respectfully submitted,
Anne J. Fretz
Assistant Secretary, Board of Trustees

Appendix A

Approved at 4/21/13 Annual Meeting

Cedar Lane Unitarian Universalist Church

Annual Congregational Meeting

April 15, 2012

Minutes

Call to Order. Bonnie Beavers, Chair of the Board of Trustees, called the meeting to order at 12:52 p.m., following a luncheon and member sign-in. Opening words were presented by the Rev. Evan Keely, Interim Senior Minister.

Quorum. One hundred seventeen members registered for the meeting, constituting a quorum for transacting business, per the Articles of Incorporation and Bylaws of the congregation. (A list of members who signed in for the meeting is filed in the church Administrator's office.)

Approval of Minutes. The minutes of the 2011 Annual Meeting, prepared by 2010-2011 Secretary Laurie Richardson, were introduced by current Secretary William Zellmer. The following motion was made, seconded, and approved unanimously:

To approve the minutes of the 2011 Annual Meeting of Cedar Lane Unitarian Universalist Church (Appendix A).

Report of the Treasurer. Treasurer Michael Lentz elaborated upon his report in the Annual Report that was distributed at the meeting (<http://cedarlane.org/Annual%20Report%20Cedar%20Lane%202011-2012%20revised%204..pdf>). He noted that the budget for the year was brought into balance by allocating to operations \$89,000 of the endowment fund's annual payout; experience to-date with revenue and expenses suggests that it may be feasible to return some of this allocation to the endowment fund. The average pledge amount (among 507 pledging units) is 8.6% above the amount for last year (among 530 pledging units). The current budget includes a staff salary increase for the first time since 2007.

The following motion was made, seconded, and approved unanimously:

To approve the 2012 Treasurer's Report for Cedar Lane Unitarian Universalist Church (Appendix B).

Report of the Chair of the Board of Trustees. Board Chair Bonnie Beavers referred congregants to the Board's report in the Annual Report and commented on some of the unique facets of current times at Cedar Lane, including the service of Interim Senior Minister the Rev. Evan Keely, the launch of the search committee for

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Senior Minister, and interim leadership of the Religious Education program. She expressed her appreciation to the Rev. Keely, the Rev. Heather Janules, Intern Minister Nancy Pellegrini, and Temporary RE Coordinator Linda Gianessi for leading the spiritual dimensions of Cedar Lane's work during this period of transition. Bonnie encouraged members to become informed, through the Board's section in the Annual Report and periodic newsletter articles, about the Board's assessment of potential changes in the style of governance at Cedar Lane. Bonnie encouraged members to think about the issue of fair compensation for staff and to deepen their commitment to the congregation through active participation in the work of Cedar Lane. She concluded her report by introducing members of the Board of Trustees.

Ordination of Glenn Coleman Farley. John Daniels and Glenis Bellais spoke in support of Cedar Lane's ordination of Glenn Coleman Farley, a 2010 graduate (Master of Divinity degree) of Starr King School for the Ministry who has been affiliated with the congregation since his childhood experiences in Cedar Lane's RE program. The following motion was introduced, seconded, and approved unanimously:

To approve Cedar Lane Unitarian Universalist Church's ordination of Glenn Coleman Farley.

(Note: The ordination will be scheduled for the fall of 2012.)

Election of Trustees. Jack Rodgers, Chair of the Leadership Development and Nominations Committee (LDNC), introduced the following motion on behalf of the committee, which was approved unanimously:

To elect the following individuals to the Board of Trustees of Cedar Lane Unitarian Universalist Church for the positions and terms of office indicated:

At-Large Trustees (2012-2015) Michael Murray

Ariel Mora Tim Persons

At-Large Trustee to Fill a Vacancy (2012-2014) Kate Curtis

Assistant Secretary (2012-2014) Anne Fretz

Assistant Treasurer (2012-2014) Stewart Grubman

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Election of the Leadership Development and Nominations Committee. Jack Rodgers introduced the following motion on behalf of the LDNC, which was approved unanimously:

To elect the following individuals to the Leadership Development and Nominations Committee of Cedar Lane Unitarian Universalist Church for three-year terms (2012-2015): Bonnie Beavers, Kathie Bryant, and Nancy Janssen.

Election of the Senior Minister Search Committee. Jack Rodgers described the canvassing process that had been used to identify potential candidates for the Search Committee and the nominations process, which took into account diversity and balance among the various programmatic interests at Cedar Lane. On behalf of the LDNC, he introduced the following motion, which was approved unanimously:

To elect the following individuals to the Senior Minister Search Committee of Cedar Lane Unitarian Universalist Church: John Gubbings, Bob Harrison, David Hawver, Emily Mellgren, Ann Meyer, Carolyn Morrissey, and Lyn Peters.

In response to a question from a member about the role of Cedar Lane ministers in the search process, Bonnie responded that the congregation will follow the recommendations of the Unitarian Universalist Association in this regard.

Election of Social Justice Council. On behalf of the Social Justice Council (SJC), Sandy Shaw, a member of SJC, introduced the following motion, which was passed unanimously:

To elect the following individuals to the Social Justice Council of Cedar Lane Unitarian Universalist Church for three-year terms (2012-2015): Mike Burski, Kay Gottesman, Marilyn Hathaway, and Louis Mayo.

Sandy noted that Don Cleary and Betty Smith had been nominated by the SJC to fill vacancies on the Council.

Commissioning Ceremony. The Rev. Evan Keely, the Rev. Heather Janules, and Intern Minister Nancy Pellegrini led an installation ceremony and congregational blessing for incoming members of the Board of Trustees, Leadership Development and Nominations Committee, Social Justice Council, Senior Minister Search Committee, and new members of the Pastoral Visitors Team (Betsy Binckes, Terry Tretter, Janet Cromer).

Board of Trustees Report on Implementation of Breakthrough Task Force

(BTF) Recommendations. Board members Michael Lentz and William Zellmer reported on the process the Board created for committees and individuals to formulate action plans for implementing BTF recommendations. Referring to a

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status report that was distributed at the Annual Meeting, they commended those who had contributed to implementation plans and emphasized that this is a continuing process that will require Board oversight for the next year or two.

Pledge Drive Review. Ardene Shafer, Chair of the Stewardship Committee, reported on the methods the committee is using for the current pledge drive (including Stewardship Dinners, which have been well received). A goal of the committee is to raise sufficient pledges to support annual operations (thereby avoiding the necessity of tapping income from the General Endowment, which the committee views as an unwise practice). The committee would like to see pledge income grow to allow the congregation to bring staff salaries into line with guidelines of the Unitarian Universalist Association and to offer new ministers adequate compensation.

Transition Coordinating Committee (TCC) Update. Vicky Strella, a member of the TCC (a subcommittee of the Board of Trustees), summarized the transition process related to Senior Minister and professional leadership of the Religious Education program. In response to a question from a member, Vicky reported that the contract with Interim Senior Minister the Rev. Evan Keely has been extended to a second year.

Chair-Elect Remarks. Sandy Shaw, Chair-Elect of the Board of Trustees, expressed appreciation to Bonnie Beavers for her leadership of the Board and commented on issues that the Board will be addressing in the coming year. Among those issues is the congregation's method of governance and the prospect that Cedar Lane could be more effective in pursuing its mission if it shifted to "governance by policy," which many Unitarian Universalist congregations have done. Under such a method of governance, lines of authority and accountability are clarified, the governing board delegates many functions to staff within clear boundaries established by policy, and the governing board concentrates on activities that require its leadership (i.e., clarification of mission, long-term planning and strategy, and oversight). Sandy recommended that members consider whether "Church" in Cedar Lane's name should be changed to another word such as "Congregation" or "Society" to reflect more inclusiveness.

Other Business. After Bonnie Beavers opened the floor to other business, the following motion was introduced by Michael Benefiel and was seconded:

To request the Board of Trustees of Cedar Lane Unitarian Church (CLUUC) to report at the 2013 Annual Meeting on the status of CLUUC's compliance with the Fair Compensation Guidelines program of the Unitarian Universalist Association; further,

To request the Board of Trustees to report specifically if CLUUC is a “fair compensation” congregation, and, if it is not, to explain the reasons why it is not.

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Various details associated with “fair compensation” were highlighted during discussion of the motion. The Board was encouraged to prepare a thorough analysis of the issue and distribute a report on its findings before the next Annual Meeting. It was reported that the Personnel Committee has begun such an analysis.

The above motion was approved unanimously.

Closing. Bonnie Beavers thanked the following individuals who had helped organize the Annual Meeting: Sara Deshler, Sara Davidson, Gerry Peterson, Betsy Devlin-Foltz, Sandy Shaw, and Michael Lentz.

Intern Minister Nancy Pellegrini read closing words by John Wesley that focused on “doing all the good you can.”

Adjournment. The meeting was adjourned at approximately 2:00 p.m. *Respectfully submitted,*

William Zellmer, Secretary, Board of Trustees

Appendix A

Cedar Lane Unitarian Universalist Church

2010-2011 Annual Congregational Meeting

Call to Order and Welcome: After a catered luncheon, **Mary Karimi** called the meeting to order at 12:40pm with approximately 75 people in attendance. The materials made available for members to review included the Annual Meeting minutes from 2010, the Breakthrough Task Force Report, short bios of nominated candidates, the meeting agenda, and the Annual Report.

Opening Words: **Susan Archer** read from *Kaleidoscope*, which emphasized the importance of valuing diversity and “...trusting in kaleidoscope even as we seek unity.”

Approval of Minutes of 2010 Annual Meeting: **Laurie Richardson** submitted the 2010 Annual Meeting minutes for approval which were unanimously approved.

Treasurer’s Report: **Martin Franke** noted that our 2010-2011 church budget is a balanced one with \$1,110,666 projected for total income and total expenses. Close to 80% of the revenue comes from pledges from members while the rest comes from gifts, room rentals, the auction, and other similar activities. We have 527 pledging units which have averaged a pledge of \$1673 each. Last year we had a

\$22,000 shortfall but “borrowed” from the endowment for our budget to be balanced. Martin emphasized that there will be a need for an increased Cedar Lane budget for personnel expenses for three reasons. One, the staff has not been provided a raise since 2007; two, there will be substantial costs associated with the ministerial recruiting process; and finally, in order to attract and retain the ministers of our choice, the compensation package required is likely to increase. *Please refer to the Annual Report for a more detailed financial report.*

Report of the Chair, Board of Trustees: Mary Karimi expressed her thanks to the Board of Trustees members, both the outgoing members and the continuing ones.

She has been heartened by what she has seen as the “growing momentum” in our church whether it be in the energetic and dedicated committees which do so much behind the scenes, the RE program which has sponsored an all church retreat, a reinvigorated program for youth, and many family activities, the ‘Go Green Gala,’ the vibrant voice of the Social Justice Council, the tireless work of the Breakthrough Task Force including the Appreciative Inquiry process, and many other groups and activities. These all represent momentum.

Mary noted that with two ministers leaving we had even more opportunity for momentum, a time of “introspection and exploration.” She pledged that the congregation would be kept informed throughout the ministerial search process through e-blasts and newsletters. She voiced her appreciation for the Breakthrough Task Force and said that their work represents a search for more truth, more innovation at our church.

She thanked everyone for their support and guidance this year.

Leadership Development/Nomination Committee/Elections: Robin Larkin, Chair of the LDNC presented the slate of candidates for this year’s Board of Trustees including Debbie Scott Goodwin (assistant secretary), Rick Offner (Assistant Treasurer), and the At-large candidates Don Bliss, Liz Nadeau, and Gerry Peterson. All candidates were approved unanimously.

Robin then presented the candidates for the LDNC including Val Carter, Mickey Grossblatt, Mary Karimi, and Laurie Richardson. All were approved unanimously.

Social Justice Council Elections: The following candidates were nominated for the Social Justice Council including four nominations taken from the floor: Becky White (three year term), Pat Karlsen (three year term), Lexi Prochniki (three year term), Sandy Shaw (one year term), Helen Strang (one year term), Carl Rauscher (two year term), and Deborah Vollmer (three year term). The entire slate was approved.

Pledge Drive Report: Ardene Shafer, Chair of the Stewardship Committee, said that in the seventh week of the Pledge drive, we had 323 pledge units with an

average pledge of \$1900 and a total of \$641,000 pledged so far. Last year at this time, we had 353 pledge units with an average pledge of \$1700 and a total of \$624,000 so while we have fewer pledges at this time than last year, the total pledged is higher.

Ardene noted the hard work of her committee and said they, along with the BOT, were making phone calls to members who had not pledged yet. "Every dollar given makes a huge difference." She thanked everyone for their commitment to Cedar Lane's strength.

Congregational Agreement of Discussion Ground Rules: Mary Karimi noted that Ralph Petersberger would be our parliamentarian for the discussion of the Breakthrough Task Force Report and Mission Statement. He would provide clarification if a question arose about process. Mary encouraged us to respect everyone's search for truth in the discussion, listen to hear, limit sidebars, limit comments to two minutes at the microphone, and give everyone a chance to speak.

Congregational Vote on the Breakthrough Task Force Report: Harvey Lerner

was introduced as the Chair of the Breakthrough Task Force. He offered a motion:

I move that our congregation adopt Strategic Plan 2011-2016 contained in the Breakthrough Task Force Report distributed March 24, 2011.

Discussion:

Harvey gave a short history of the BTF (See Report) which was charged by the Board of Trustees in 2008 to engage the congregation in developing an inspiring vision and overarching goals for Cedar Lane's future. The BTF used a method called *Appreciative Inquiry* to get as much input from the congregation as possible and to cast a wide net to develop goals for the church. With input from many individual church members, committee chairs, the Board of Trustees, and the ministers and staff, the committee produced a document which Harvey stated is "...not cast in stone but which is intended to be a living document suitable for the church in a time of enormous change."

One member stated that he "enthusiastically endorsed the report and applauded the Breakthrough Task Force for all their hard work and commitment." He didn't quite understand the Appreciative Inquiry approach but appreciated the drive to get as much input as possible from the congregation.

Another member asked how the report would be used and for how long. Harvey mentioned that one of the most critical recommendations by the BTF was that an Achievement/ Implementation Task Force be selected to move the recommendations forward. He stated that group could work with the BOT,

committee chairs and other Cedar Laners to mobilize the efforts needed for implementation of the recommendations. Some recommendations might take some

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time to implement, others could be easily put into place. Some of the recommendations might be modified with time or as circumstances change.

After a call for the question, the members in attendance voted unanimously to accept the Strategic Plan 2011-2016 in the report of the Breakthrough Task Force.

Congregational Vote on Mission Statement: Harvey Lerner offered another motion:

I move that the revised Mission Statement be adopted for use at Cedar Lane Unitarian Universalist Church.

Discussion:

Bonnie Beavers, incoming Chair of the BOT, explained that two years ago the Board of Trustees, at the request of the Member Services Committee, charged the BTF to draft a new mission statement for Cedar Lane. The old one, though printed on the website and other documents seen by church members regularly, is long and not easily remembered by anyone. She quoted Thomas Belote from *The Growing Church; Keys to Congregational Vitality*, who emphasized the need for a short, powerful, winning mission statement which could be easily memorized, and said that a mission statement is “not the end of the conversation but the beginning of one.” With that in mind and with input from the Appreciative Inquiry process, the BTF developed a new Mission Statement for Cedar Lane: **To explore the eternal, to nurture community, to build a more just world.** The BTF was aware that CLARITY had advocated for a mission statement that included the goal of multicultural diversity within our church. However, the BTF felt that efforts to increase diversity could grow from this new mission statement as a logical outgrowth of our beliefs and principles. Bonnie emphasized that those who feel the need for a more detailed statement in addition to the new Mission Statement could expand on it to develop a *vision* statement which would prioritize our specific goals and how to achieve them. The BTF focused first on the Mission Statement as the statement of our underlying purposes for coming together as a community.

Several members in attendance thanked the committee who worked on this mission statement and applauded their being able to encapsulate our basic goals (explore, nurture, build) in an easily memorized statement. One member asked if the words “beloved community” could be included in the statement. Another said “I like the statement as is and I can commit to memorizing it.” Yet another said that he hoped the old mission statement could be preserved in some form along with the new mission statement.

Another member thanked the BTF for their three years of work and said he recognized the difficulty of developing a short mission statement. He felt the Task Force had a commitment to multiculturalism at Cedar Lane but were seeing it as an

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underlying purpose of the Mission Statement and a goal achieved through the strong commitment of the church and its members as reflected in committee work and other activities.

One member expressed her concern over how the Mission Statement was developed and stated she thought the church should bend over backwards to communicate this kind of process to the members, deal with conflict as it arises and ask "Who is not in the conversation, how can we get them involved in this process?" Bonnie emphasized that the Mission Statement evolved from input from the year-long Appreciative Inquiry process of meetings with the entire congregation.

After the question was called, the vote was taken. There were two no's from the members present and all others voted that we accept the new Mission Statement as written by the BTF. **The Mission Statement was approved.**

Bonnie Beavers thanked everyone for showing up in this time of transition and renewal. She encouraged us to stay in touch with the Board.

Closing Words: Heather Janules spoke the benediction, a reading from Barbara Raskin.

The meeting was adjourned at 2:10pm.

Respectfully Submitted, Laurie Richardson, Recording Secretary Board of Trustees

Appendix B

2012 Treasurer's Report

Michael Lentz

The current church fiscal year runs from July 1, 2011 through June 30, 2012. This report covers the first nine months July through March. A final fiscal report will be prepared and presented after the fiscal year ends on June 30.

Our overall financial position is quite healthy. We are carrying no long term debt or financial liabilities and our endowment assets currently total approximately \$3.0 million. This includes \$2.6M in the primary capital endowment fund, \$333K in the memory fund, and \$91K in the Kiplinger fund. Additional current assets include our operating checking accounts.

The 2011-2012 church operating budget is a balanced one with \$1,122,075

projected for both total income and total expenses. We were able to create this

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balance for the year by moving \$88,924 (7.9% of our budget) from the annual endowment fund income payout which by policy is not supposed to be used for these operating expenses. This compares to \$47,500 (4.3% of our budget) that was moved from capital funds in the previous year to augment operating income. Our fiscal year income less expenses is currently running somewhat ahead of our original budget projections, so we hope to return a portion of these funds to the capital account before the fiscal year end.

This year, 77.4% of our operational budget revenue is from you, in the form of pledges. Beyond the aforementioned capital funds transfer (7.9%), the rest comes from extra gifts (4.5%), meeting and event space rentals (5.7%), the auction and rummage sale (4.1%), and other activities.

For the current fiscal year, we have 507 pledging units (individuals or families), who have pledged an average of \$1,796 each, for a total of \$910,694 (compared to 530 pledges averaging \$1,653 for \$876,127 last year). We appear to be on track to collect almost all of the amounts pledged this year, but it is very important that we do in order to assure that we do not have a shortfall at the end of the year.

On the expenditures side, salaries and benefits for our ministers and staff account for \$808,992 or 72.1% of the total budget. We provided a 3% raise to our staff in the past year, the first time since 2007, with larger raises to our Associate Minister and Director of Music in order to more closely align their salaries with UUA recommendations. Most of the other expenses are related to our programs (7.6% with Music, Social Justice and Religious Education being the largest), administrative and office expenses (5.6%), utilities (5.1%), facilities maintenance (3.3%), and other services that are necessary for a congregation of our size. We also allocate \$69,783 or 6.2% of our budget to pay denominational dues to the UUA and JPD.

An additional financial update concerns our endowments and capital budgets. We have a current annual payout from the endowment fund of approximately \$100,000. Per church policy, this money is for capital improvements or repairs to the church facilities, not operating expenses. As mentioned earlier, an exception was made for the past two years, which is not sustainable if we are going to meet our on-going capital improvements needs.

Looking forward to the next couple of years, we expect and are budgeting substantial costs associated with the ministerial and RE leader recruiting process. Based upon guidance received from the UUA, in order to attract and retain a new senior minister of our choice, the compensation package required is also likely to increase. More and increased pledges would provide a great boost in our ability to sustain and grow the work and reach of our congregation.

I would like to thank all members of the Finance Committee for their tireless work in oversight of the Church's finances, the Endowment Committee for their outstanding stewardship of the Cedar Lane Endowments, and our professional staff

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for their skilled oversight and management of our financial and physical assets. Of course, a warm thanks also goes to the congregation at large for their generous financial and volunteer support.

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