

# The Community Church of Chapel Hill

## UNITARIAN UNIVERSALIST

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### BOARD OF TRUSTEES

#### Meeting Minutes

August 13, 2019

**Members:** Barb Chapman Caroline Sherman  
Jenny Warnasch Bianca Rodriguez (Jenny and Bianca arrived 7:40)  
Doug Shier Lilie Bonzani Steve Day (note taker)

**Absent:** Russ Bowen Scott Edinborough

**Ex Officio:** Thom Belote Bill Poteat (standing in for Andrew Wright)

**Chalice Lighting/Opening Reading (7:00)** – T Belote read a passage and the chalice was lit.

**Mission Reading (7:03)** – C Sherman read mission statement.

**Check-in (7:04)** - Each member checked in and gave a brief update on their personal life.

**Consent Agenda (7:08)** – C. Sherman distributed copies of the agenda.

- Approval of Agenda
- Approval of June Minutes
- Minister's Monthly Report

B. Chapman motions

L. Bonzani seconds

All in favor with none opposing or abstaining

**Appointment of Bill Poteat to the Finance Committees (7:10)** – C Sherman reported that Ginger Long has left this committee. Bill Poteat has agreed to replace her beginning immediately. Steve Day, Bianca Rodriguez, Caroline Sherman, Andrew Wright will remain on the committee.

*Motion:*

*The Board of Trustees shall appoint Bill Poteat to serve on the Finance Committee for a term beginning Aug 13, 2019 until Dec 31, 2019.*

B. Chapman motions

C. Sherman seconds

All in favor with none opposing or abstaining.

**Appointment of Caroline Sherman to chair the Finance Committees (7:15)** – B Rodriguez who chairs the Finance Committee has requested to relinquish the chair but remain on the committee. Caroline Sherman will replace her as chair.

*Motion:*

*The Board of Trustees shall appoint Caroline Sherman to serve as chair of the Finance Committee for a term beginning Aug 13, 2019 until Dec 31, 2019.*

B. Chapman motions

L. Bonzani seconds

All in favor with none opposing or abstaining.

**Approval for the Committee on Ministry to conduct the annual Minister's evaluation (7:17)** – The COM (Anna Waller, Caroline Pence, Lisa Townsend, Dave Klibanow, Mike Gilliom, Kim Gush) has presented to T Belote a plan to conduct the required annual evaluation of the Minister. The plan requires approval by the Board. The plan was not immediately available for review during the meeting. B Chapman suggested that the Board review the proposal and vote by email, since approval was needed before the next COM meeting on Aug 19, 2019. T Belote agreed to send the plan to the members of the Board by email. Members of the board would review and reply with their vote to approve the plan or not.

Vote took place over email

Eight (8) in favor with none opposing and S. Edinborough abstaining.

Motion passes

**Congregational sponsorship of Sarah Clark-Fennell (7:24)** – T Belote reports that the Church currently sponsors Sarah Gush and Carter Smith to attend UU seminary training. He has been asked by Sarah Clark-Fennell that the Church sponsor her to attend Chicago Theological Seminary, and recommends that the Board do so. Sarah has interned with the NC Sanctuary Ministry. D Shier added

his endorsement based on his exposure to her work with sanctuary training and on the NC Sanctuary Newsletter.

*Motion:*

*The Board of Trustees endorses the sponsorship of Sarah Clark-Fennell.*

C. Sherman motions

B. Chapman seconds

All in favor with none opposing or abstaining.

**Endowment Committee Report (7:29)** - B. Chapman said that there was nothing new to report from the Endowment Committee. She is in conversation with Mark Ewart to resume his consultation with the committee and they will speak again soon.

**Annual Pledge Drive (7:30)** – Bill Rote and Mary Beth Powell report that they will lead the 2020 pledge drive, which will be their final time. The target date for the Day of Service will be Mar 7 2020 with March as a backup. They have formed a committee to assist them: Dave and Sandy Site, Cheryl and Larry Deigle, Katie Heineman. They plan to improve the DOS event by developing more activities for people with physical limits, and adding more options for youth ministry activities. They will ask the different ministries of the church to develop DOS activities. There are 26 current ministries and groups. Last year there were 15 project options, next year they are aiming for 20. Projects should be finalized this Fall. They also plan to move the sign ups to an online system, and sign ups will be in Jan-Feb. D Shier volunteered to replace B Chapman as the Board liaison to the Annual Pledge Drive. T Belote agreed that the Church staff will continue to handle the household pledging aspects of the Pledge Drive.

[Bianca Rodriguez and Jenny Warnasch arrived (7:40) and B Rodriguez assumed the chair.]

**Gun Give Back Project (7:48)** – Steve Warshaw introduced Renuka Soll to describe the proposed project to take place in the Church parking lot on Sep 14 2-4pm. She had previously submitted an Executive Summary of the Gun Give-Back Program to the Board by email. R Soll provided additional background on the support for the project from the CH Mayor's office and Chief of Police. Collected guns will be sent to a recycler in Durham, after being incapacitated on site using a diamond blade saw. CH Police will have an active duty officer on site to check the guns and their serial numbers. Any unusual guns (i.e. reported as used in a crime) will be collected by a backup officer. T Belote reported that he spoke to Kehilah representatives (the Rabbi and the CEO) and they were both supportive of the event. They asked that the start time be delayed on Saturday until after their service ends, so the 2pm time was chosen. In response to questions from Board members, R Soll said that in multiple prior events in NC there had been no unusual events and no protests. The event will be publicized in places of worship, WCHL, and local interest groups. She also said that NC Against Gun Violence is not sponsoring the event because they are avoiding publicity ahead of pending NC legislation that they are

promoting. In response to a question about the need for anyone from the church to attend, R Soll said that it would not be necessary (S Warshaw said that he planned to attend the event). B Poteat raised the question of the Church's liability insurance covering an event allowed to take place on Church property. Action Item – We will check the insurance policy to confirm that Church liability insurance covers a private citizen conducting an event in the parking lot.

*Motion:*

*The Board of Trustees extends permission to allow the Gun Give-Back Program to use the Church parking lot to hold the event.*

B Rodriguez motions

J Warnasch seconds

All in favor with none opposing or abstaining.

**Ten Year Facility Maintenance Plan Approval (8:18)** – T Belote presented the maintenance plan spreadsheet and reports that there is \$55k currently in the maintenance fund, with \$35k added this year, which is enough to cover anticipated projects through 2020. Parking lot paving in 2021 will create a deficit in the fund. One option would be to delay Manse repairs to cover the gap. Board members asked T Belote to get Brad Kosiba's opinion about the need for Manse and other repairs. B Poteat said that there is a need to increase the amount in the Building Maintenance fund. And that the fund should be funded separately from the operating budget, perhaps through planned giving. The Board discussed the benefit of allowing members to donate directly to building needs.

**Building Project Task Force report and updated plans for meeting shortfall (8:34)** – J Warnasch reported that approvals in the CH Planning Committee are done and the Town is moving toward issuing building permits. CRE classes will meet upstairs until flooding potential is reduced by regrading the playground: after construction or sooner.

There have been delays to the planned timeline which have contributed to an estimated 10% cost increase. The estimated funding gap is now \$275k. One proposal is to add a fourth year to the Capital Campaign, to June 2022. Households would be asked to continue their annual pledge for an additional year. The Building Project Task Force will have a "within these walls" on Sept 29 to explain developments to the congregation. By Sept 2020, when costs are more known, the Building Task Force will have the information needed to ask the congregation for the fourth year. Board members asked T Belote about the number of households that have not contributed to the Building Campaign, who either did not participate or are new to the Church. He responded that the number of active church members that did not participate and potentially could is small.

The Board gave comments to take back the BPT Committee: Develop a concrete goal of the money needed to be raised using known costs before asking the congregation to increase their pledges. In the case that a fourth year of giving raises extra money, then consider restoring the items that were in the original plan and were cut in order to bring the cost down.

**Process Evaluation (8:55)** – T Belote led. Board members noted a heavy agenda that went smoothly.

**Chalice Extinguishing/Closing Reading (8:56)** – T Belote read a passage and the chalice was extinguished.

**Attachments to be included with the Approved Minutes:**

Board August 2019 Agenda

Minister's Monthly Report

Executive Summary of the Gun Give-Back Program

Ten Year Facility Maintenance Plan