

# The Community Church of Chapel Hill

## UNITARIAN UNIVERSALIST

106 Purefoy Road, Chapel Hill, NC 27514 • 919-942-2050 • c3huu.org

### BOARD OF TRUSTEES

#### Meeting Minutes

February 13, 2018

<b>Members:</b>	Lilie Bonzani	Steve Day	B. Rodriguez
	Russ Bowen	Andy Hencke	Jenny Warnasch, chair
	Barb Chapman	Dave Klibanow	Steve Warshaw
<b>Ex Officio:</b>	Thom Belote	Bonnie Nelson	Andrew Wright
<b>Guests:</b>	Mary Hulett	Paige Smith	

**Chalice Lighting/Opening Reading (7:01)** J. Warnasch called the meeting to order. She provided a reading while B. Rodriguez lit the chalice.

**Check-in** The BoT members and P. Smith checked-in. R. Bowen read the BoT Mission Statement. J. Warnasch reviewed the terms of the current BoT members. She noted that she will introduce them at the next Congregational Meeting and will thank those BoT members whose terms expired in December 2017.

**Consent Agenda (7:12)** J. Warnash asked if there were any changes that needed to be made to the submitted minutes for the January Congregational Meeting or the the January BoT Meeting. There being none,

A.Hencke made a motion to approve the Consent Agenda and the January BoT Minutes, as well as accept the January Congregational Meeting Minutes and the Minister's Monthly Report.

D. Klibanow seconded the motion.

All in favor with none opposing or abstaining.

**Building Project Task Force Updates (7:14)** A. Hencke distributed a summary of Building on Our Legacy schedule, which lists the major milestones, as adapted from the the Building Project Timeline.

R. Bowen inquired as to who is responsible for the reconciliation of the Capital Campaign and the building plans. A. Hencke said that they anticipate the delta to be small and therefore, the Building Task Force would manage that change. However, should there be a large difference, the issue will be brought to the BoT to address. A. Hencke noted that the financial stewardship post-construction will be the responsibility of the BoT. R. Bowen asked if the construction budget would be addressed at the June 2018 Congregational Meeting. It was confirmed that that

meeting will approve the debt for the project. A. Wright is responsible for establishing the financial plan. R. Bowen asked if the approval will be of the plan and the budget. A. Hencke said that yes, both would be on the agenda for approval.

P. Smith noted that there will be some changes with the Building Task Forces going forward. These will be announced in late April to mid-May. She thanked the BoT for their support of the Building on Our Legacy effort by helping with the basketball parking earlier in the month. She is requesting Leadership testimonials for the Within These Walls announcements during services in March. D. Klibanow asked what is involved in providing a testimony. P. Smith replied that stating what is of value to you about the church and how you (personally) choose to fund what you value. She added that the BoT **are** the leaders of the congregation and that being visible and vocal about the BoT enthusiasm for the building project is important. L. Bonzani asked about the Cottage Meetings and is speaking up there okay. P. Smith replied affirmatively.

P. Smith stressed that the BoT and the Congregation need to have trust and confidence in the process. A. Hencke added that copies of the stewardship packet and flyers about the process are available and that they are excellent. P. Smith said that Stewardship Task Force is following the generosity model provided by Mark Ewert. The goal is \$1.7M; however, the focus will be on complete congregational participation with no specific dollar amounts given during the Capital Campaign. During the Congregational Meeting in June, the total amount raised will be disclosed at that time. B. Chapman noted the J. D. Rockefeller book on fundraising is a great resource. P. Smith added that a copy is online with the check sheet.

R. Bowen expressed his thanks to P. Smith and the Capital Campaign Task Force and added what a great job they are doing.

**Board Standing Committee Appointments (7:27)** J. Warnasch announced the candidates for the remaining Board Standing Committee Appointments:

For the stewardship Committee: Cathy Cole

For the Strategy Management Team: Ginger Guidry

A. Hencke followed up on a question from the previous BoT meeting on the role of Stewardship, as being responsible for both the Annual Pledge Drive (APD) and the Capital Campaign. J. Warnasch replied that she sent a copy of the charter to C. Cole. C. Cole will accept responsibility for both through June 2018. A. Hencke noted that the BoT will need a plan for after the end of the current APD. J. Warnasch said that she has asked the current chairs, C. Cole, P. Smith, and Ivy Brezina, if anyone was interested in the role after June 2018. At this time, there is no interest from the current chairs. A question was posed to T. Belote about the timing to find a new Stewardship chair; when would the situation become urgent? He replied that the BoT needs to start looking now so that the new chair(s) would be asked in June. L. Bonzani made several suggestions for possible candidates: Gail McKinley, Bill Poteat, Katie Heineman. A. Hencke noted that G.. McKinley will still be on the Communication Task Force for the Building on Our Legacy at that time. T. Belote said that it would be good to have a large list of candidates. J. Warnasch asked that the BoT send her their suggestions and she will compile list. This topic will be revisited at the next BoT meeting

J. Warnasch asked for a motion to approve the proposed Board Standing Committee Appointments.

- S. Warsaw made a motion to accept the candidates.
- D. Klibanow seconded the motion.
- All in favor with none opposing or abstaining.

**Items regarding the Minister (7:34)** The chair moved to the next agenda item.

B. Chapman made a motion to move to a closed session to discuss the Minister's annual review and compensation information.

- S. Warsaw seconded the motion.
- All in favor with none opposing or abstaining.

J. Warnasch called for a motion to move out of the closed session.

- A. Hencke offered a motion.
- L. Bonzani seconded the motion.
- All in favor with none opposing or sustaining.

**Minister's Housing Allowance** T. Belote addressed the issue of the Minister's Housing Allowance, as per the document distributed prior to the meeting.

- L. Bonzani made a motion to approve the Minister's Housing Allowance as presented.
- D. Klibanow seconded the motion.
- All approved with none opposing or abstaining.

**Sanctuary Congregation (7:59)** J. Warnasch, as chair, moved to the agenda item on becoming a Sanctuary Congregation. She welcomed Mary Hulet to the meeting. M. Hulett distributed three documents: an outline of her presentation to the BoT, a review of the relevant legal issues, and a draft of the preamble and motion to be made at the February Congregational Meeting. She began her presentation offering a disclaimer that she was present on behalf of the Sanctuary and Immigrant Support Ministry (SISM) and is not the church's lawyer nor is she offering legal advice on this matter. However,

(1)M. Hulett said that she has discussed this issue with a University of North Carolina at Chapel Hill law professor. The professor is currently teaching a course about providing sanctuary and she has reviewed and agrees with the ACLU's position on this issue.

(2)M. Hulett said that the current legal code stresses the use of the word "or" in the phrase "conceals, harbors, or shields". Currently the courts are focusing on the definition of "harbors" with 5 circuit courts defining it as "hidden" and 2 circuit courts not viewing "harbor" to mean "hidden". The circuit court that has jurisdiction over the church has not yet ruled on this matter. Therefore, public sanctuary is about as safe as you can get legally-speaking. It could still be ruled as criminal as civil disobedience; similar to the underground railroad assistance. ICE has issued a "sensitive location" memo which puts into writing what has been happening in practice: the reluctance to remove undocumented immigrants from churches, hospitals, schools, etc. She described a case from the 1980's where over 500 churches provided sanctuary to 200 people and only one case was pursued and five people were convicted. They all received probation. M. Hulett added that the current practice is to target the relatives and supporters of those in sanctuary. Other churches are telling their volunteers that they are not breaking the law by providing sanctuary. The SISM plans to tell volunteers at the Community Church of Chapel Hill

Unitarian Universalist (C3HUU) that it is possible that laws are being broken. M. Hulett continued to explain that some court cases have focused on the issue of churches being allowed to offer sanctuary because of their religious beliefs. The 9th Court ruled against that; however the UNC-CH professor says that it might apply. For the C3HUU, the SISM's preamble to the motion includes language that our policies reflect our beliefs explicitly.

(3)M. Hulett said that when the issue of "who" is at risk legally is addressed, it is always a person actively involved. M. Hulett said that R. Bowen had previously emailed her the question asking if the BoT was responsible for the actions of the Minister. She says that the BoT is not, unless the BotT takes an active role. Theoretically the "Church" could be but that would be a stretch. A. Hencke asked if that was because the minister is acting as an individual or because he is doing his "ministerial function". M. Hulett replied that because of the C3HUU governance, ministries report to the Minister and so the BoT is not liable for their actions. T. Belote added that the expectation is that the volunteers would be acting with informed decisions. He continued that he personally believes it to be a low risk situation. A. Hencke sought confirmation that T. Belote had evaluated the risk and felt okay. T. Belote replied affirmatively. A. Hencke then asked if the BoT should make a motion on C3HUU becoming a sanctuary church or if that would increase the legal risk. M. Hulett said that it would increase the risk and recommended against it. B. Rodriguez asked if individual BoT members volunteer would that negatively impact the BoT? M. Hulett replied that it would not, if a person was acting on their own behalf. M. Hulett added that the great risk is to the subcommittee to the SISM that will decide who to bring into sanctuary.

(4)M. Hulett said that she has reviewed the insurance for C3HUU and the policies provide coverage for all church activities, ministerial work, and locations (including the Manse). Becoming a sanctuary congregation would have no impact on our church's 501(c)(3) status.

(5)M. Hulett said that she has addressed with the SISM what the responsibilities to and from the sanctuary guest would be. Issues such as smoking, a decision on dire health issues, and how sanctuary would end need to be addressed. T. Belote said that the SISM will establish criteria for how the church would welcome someone and who would be a good candidate, with the goal to make it as effective as possible for the person seeking sanctuary and for the church providing sanctuary. D. Klibanow asked if a covenant would be signed and B. Rodriguez asked if that would make it a legal document. T. Belote said that he would sign on behalf of the church, which M. Hulett confirmed. A. Hencke noted that having a contract provides clarity for both parties. M. Hulett stressed that sanctuary gives a person "time" to make their decisions. She added that part of the reason for becoming a sanctuary congregation is to put a face on this issue; to show what is being done to people.

(6)M. Hulett noted that there would be a budget for food but that several church ministries (SOTSOL, Community Concert Series, etc.) have said that they would help with that cost. There would be some expenses for preparing and maintaining the Manse. Other anticipated costs are background checks for all volunteers and perhaps extra pumping of the Manse septic tank. She said that there are lots of volunteers. B. Nelson asked what the time frame was before sanctuary could be offered. M. Huletette said that the SISM is anticipating six weeks. T. Belote added that the church would not offer sanctuary to anyone until everything was ready.

(7)M. Hulett then addressed the draft preamble and motion document she distributed. The preamble says that offering sanctuary is based upon our religious beliefs. The Congregation will vote on the motion. S. Warshaw asked if the motion should include language about the SISM

conferring with the BoT on any action with major ramifications. L. Bonzani indicated that church governance would indicate not to do this, as ministries report to the minister and then the minister would bring his concerns to the BoT. B. Nelson noted that matters of money would come to the BoT by way of the Finance Committee and the budget. T. Belote added that the BoT must trust in the ministries to do the right thing. A discussion of offering sanctuary to more than one person occurred and M. Hulett said that it was unlikely but possibly a family might require it.

J. Warnasch again thanked M. Hulett for coming. She asked the BoT if there should be a recommendation to the Congregation. L. Bonzani said yes; however, B. Rodriguez said that it seemed like an unnecessary risk. T. Belote added that the SISM is not asking for BoT support. A. Hencke said that becoming a sanctuary congregation aligns with the church's strategic mission.

**Endowment Committee Report/Information from Endowment (8:52)** B. Chapman asked to move this agenda item to the next meeting.

**Extending the BoT Meeting (8:53)** J. Warnasch asked if the BoT would prefer to end the meeting now or continue with the rest of the agenda. A visual vote indicated approval with continuing the meeting.

**Manse Expenses RE Sewer and Sanctuary (8:59)** A. Wright discussed the costs to get the Manse ready for use. He wanted to canvas the BoT before proceeding with the improvements that are mandatory. He will return to the BoT with the updated plan.

**Questions Regarding FY 2019 Proposed Budget (9:02)**

T. Belote was just given information regarding work on the Jones Building roof. Three quotes were received and the money is in the budget to cover the expense. Brad Kosiba would like to move forward as soon as possible.

B. Chapman made a motion to approve the request.

A. Hencke seconded the motion; however, he questioned why this was brought to the BoT, if it was already within the approved budget. T. Belote said that B. Kosiba felt that it was too close to the threshold of required budget approval not to bring it to the BoT.

All approved with none opposing and R. Bowen abstaining.

**Linkages with congregation** J. Warnasch moved this agenda item to the next BoT meet meeting.

**Process Evaluation (9:04)** B. Chapman noted the good exchanges; however, there were some side conversations.

**Action Items (9:05)** B. Nelson indicated the following items that require follow-up: J. Warnasch will be collecting names of possible Stewardship chairs, will confirm that the SISM has everything in place for the Congregational Meeting, and will add postponed agenda items from today's BoT meeting to the next meeting's agenda.

**Chalice Extinguishing/Closing Reading (9:06)** J. Warnasch read the closing words and

extinguished the chalice.

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**ATTACHMENTS:**

**Board Agenda**

**Building Project Milestones**

**Minister's Monthly Report**

**Minister's Housing Allowance Motion**

**Proposed FY19 Budget**

**Staff Compensation Comparison**

**Memo on UUA Membership Certification (email)**

**Sanctuary and Immigrant Support Ministry - Sanctuary Congregation Information**

**Memo on Jones Building Roof Repair (email)**

# *The Community Church of Chapel Hill*

## *Unitarian Universalist*

February Board Meeting  
 February 13, 2018  
 7-9pm; Straley Room  
 Board Member of the Month: Jenny Warnasch

<b>Item</b>	<b>Responsible Person</b>	<b>Time</b>
<u>Chalice Lighting/Opening Reading</u>	Jenny	7:00-7:02
<u>Check-in</u>	All	7:02-7:15
<u>Consent Agenda</u>	Jenny	7:15-7:20
<ul style="list-style-type: none"> <li>● Approval of Agenda</li> <li>● Approval of January Minutes</li> <li>● Acceptance of Congregational Meeting Minutes</li> <li>● Acceptance of Minister's Monthly Report</li> </ul>		
<u>Building Project Task Force Update</u>	Andy/Paige	7:20-7:35
<u>Board Standing Committee Appointments</u>	Jenny	7:35-7:37
<ul style="list-style-type: none"> <li>● Stewardship Committee: Cathy Cole</li> <li>● Strategy Management Team: Ginger Guidry</li> </ul>		
<u>Items regarding the Minister</u>	Jenny	7:37-7:45
<ul style="list-style-type: none"> <li>● Minister's compensation</li> <li>● Minister's annual review from CoM</li> <li>● Minister's Housing Allowance</li> </ul>		
<u>Endowment Committee Report/Information from Endowment</u>	Barb	7:45-7:52
<u>Questions Regarding FY 2019 Proposed Budget</u>	Thom/All	7:52-8:00
<u>Sanctuary Congregation</u>	Mary Hulett/All	8:00-8:20
<ul style="list-style-type: none"> <li>● Information session led by Mary Hulett, followed by Q&amp;A</li> <li>● Board Discussion/Recommendation</li> </ul>		
<u>Manse Expenses RE Sewer and Sanctuary</u>	Andrew	8:20-8:35
<u>Linkages with congregation</u>	All	8:35-8:50
<u>Process Evaluation</u>	Barb	8:50-8:57

Action Items

Bonnie

8:57-8:59

Chalice Extinguishing/Closing Reading

Jenny

8:59-9:00



**Building Project Milestones (1/30/2017)**

**Adapted from Building Project Timeline by Andy Hencke and Paige Hall Smith**

<u>Start Date</u>	<u>End Date</u>	<u>Category</u>	<u>Activity</u>	<u>In Charge</u>	<u>Support from</u>	<u>Note</u>
6/12/2017	8/30/2017	Finance	Five-year operating budget projection with pledges flat	Treasurer	Thom, FTF	Draft is in review by Thom
8/8/2017	---	Finance	BOT Meeting: Board approves pre-construction budget, TF representative presents to board on progress	BOT, TF Rep TBD		
9/1/2017	9/30/2017	Education	Engage congregation in refining building plan.	CTF or BTF	BTF or CTF	Structured opportunities after church
9/1/2017	10/30/2017	Campaign	Leadership phase of CC	CCTF		
9/12/2017	---	Education	Co-chairs educational session for BOT	CTF	CCFT	One co-chair from each T
10/7/2017		Education	Community Dinner with presentations, Q&A	CCTF	CTF, BTF, FTF	
1/7/2018	---	Education	Congregational meeting to display conceptual drawings	BOT	CTF, CCTF	
2/24/2018	---	Campaign	CC and APD Fellowship Dinner and talent show (Push for cottage meeting signup)	CCTF		
3/1/2018	3/31/2018	Campaign	Cottage meetings/ stewardship visits	CCTF	TF	Includes APD
4/1/2018	5/31/2018	Campaign	Wrap up the capital campaign and annual pledge drive	CCTF	TF	Activity needs all hands on deck
5/1/2018	5/14/2018	Finance	Reconciliation of amount of funds raised and final design	FTF	BTF	
5/15/2018	5/21/2018	Finance	Preliminary approval from bank of line of credit	FTF		
5/15/2018	---	Building	Submit bid package to 3 Engineering firms for bids	BTF	FTF	Enough lead time?
6/10/2018	---		Congregational vote on final package: budget; financing; specific (though still conceptual) building plans; retirement of old loan; construction loan as needed.	BOT	TF	Real building plan will not be ready at this point
6/11/2018	---	Building	Hire Engineering firm	BOT,	BTF, FTF	
12/31/2018	---		Preschool leaves	FTF		
2/1/2019	9/1/2019	Building	Construction	BTF		Begins 6-9 months after first Engineering plans to town for approval
9/1/2019	---	Building	Move-in and celebration			
10/1/2019	---	Finance	Construction loan amortization begins	FTF		
4/1/2021	---	Finance	Final receipts of capital campaign pledges	FTF		

**BOT=Board of Trustees; BTF=Building Construction Task Force; CC=Capital Campaign; APD=Annual Pledge Drive; CCTF=Capital Campaign Task Force; CTF=Communications Task Force; FTF=Finance Task Force; TF=all task forces;**

**February Minister's Report**  
**Rev. Thom Belote**  
**2/13/18**

**Since Last Time (1/9/18)**

- Designed and led multigenerational worship on January 14.
- Welcomed Rev. Paul Davis from Congregational UCC Greensboro to guest preach on January 21.
- Preached and led worship on January 28.
- Wrote sermon for February 4; sermon was delivered by worship associates because I was sick with the flu.
- Will design and lead multigenerational worship service on February 11.
- Co-led two sessions of Exploring Membership class with Rachel Rose on January 17 and 28.
- 9 New members since last time including: Michelle Itano & Kevin Bastian, Meredith Gilliam & Dan Wurzelmann, Jay Johnson, Alex Lumsden, Suzanne & Dave Shaub
- Responded as pastorally as I could given that I had the flu to the death of church member Bob Martin.
- Arranged for Gary Sanders from Umstead Park UCC in Raleigh to speak at a forum on Sanctuary on February 4.
- Hosted third annual Avant Garde Film Night (auction event) at the church.
- In mid-January we launched a ten-week Spouse Loss Grief Group led by church member Carolyn Holt. Nine people are taking part in the class including 6 Community Church members, two former Community Church members, and one ERUUF member. (I attended the first session and provided organizational support to Carolyn.)
- Met with Caring Ministry and Committee on Ministry.
- With Andrea I created the first draft of the FY2019 budget and shared it with the Finance Committee.
- As the Chair of the Chapel Hill / Carrboro NAACP Religious Affairs Committee I took a leadership role in planning the MLK Day service on January 15. The service went extremely well and has received considerable praise.
- From January 22-26 I was in Palm Harbor, Florida attending the UUMA's Institute for Excellence in Ministry. I was in the "Prophetic Theology" track led by Rev. Traci Blackmon. Rev. Traci Blackmon serves a small UCC church in Florissant, Missouri and is also the Executive Minister of Justice and Witness Ministries for the UCC denomination. Rev. Blackmon was thrust into the national spotlight in 2014 when she led the clergy response in Ferguson following the killing of Michael Brown. She has traveled nationally with Rev. William Barber as part of the Poor People's Campaign. The week including a dozen hours of instruction from Rev. Blackmon in a seminar setting with two dozen other ministers.

## Minister's Housing Allowance for 2018

### Resolution:

The Board of Trustees of The Community Church of Chapel Hill, Unitarian Universalist hereby designates the amount of \$36,000 from the line-item "Minister – Wages & Housing" from the church's operational budget as "Housing Allowance." The remainder of the line item "Minister – Wages & Housing" is designated as salary.

Notes for the Board:

**What is this about?** IRS rules regarding clergy taxes are complicated. It is best practices for the governing board of the church to pass a resolution each calendar year setting an amount aside as housing allowance. This is standard practice across religious bodies in the United States and Canada.

**What do our official church documents say?** From the Minister's Letter of Call, "3.1.2: The Minister will annually request the Board to designate the apportionment between S&H [Salary & Housing] in accordance with the requirements of law."

**What is Housing Allowance?** The money paid to a minister that is used to provide housing (mortgage payments, property taxes, utilities, furnishings, repairs, home improvements, etc.) is treated differently by the IRS for tax purposes.

**What does the IRS say?** The amount that can be treated as housing allowance is the lower of the following three: 1) The amount actually spent by the minister on housing, 2) the "fair market rental value" of the home [what a person might pay to rent a fully-furnished house of comparable size in the area], 3) The amount the board designates as housing allowance.

**Fiduciary Risk?** This resolution is standard and exposes the church to no fiduciary risk.

**For More Information:** <http://www.uua.org/careers/compensation/finances/clergy-housing-allowance>

	FY2017 ACTUAL	FY2018 BUDGET	FY2019 BUDGET	FY18 BUD vs FY19 BUD DIFF	%	
<b>Income</b>						
<b>Collections</b>						
Operations Pledge Income	455,459	490,000	490,000	0	100%	
ID Contributions	3,266	6,000	6,000	0	100%	
Loose collection	7,718	7,000	7,000	0	100%	
<b>Total Collections</b>	<b>466,443</b>	<b>503,000</b>	<b>503,000</b>	<b>0</b>	<b>100%</b>	
<b>Other Income</b>						
Service Auction Fund Raiser	18,277	13,350	13,350	0	100%	
Interest Income	288	100	100	0	100%	
General Operation Fund Raiser	218	4,000	4,000	0	100%	
Misc. Income	145	-	-	0	0%	
<b>Total Other Income</b>	<b>18,927</b>	<b>17,450</b>	<b>17,450</b>	<b>0</b>	<b>100%</b>	
<b>Rental Income</b>						
Building Rental	7,427	5,000	5,000	0	100%	
Parking Lot Rental	53,546	55,000	58,000	3,000	105%	increase \$5 per mo
Pre-School Lease	66,287	68,607	35,181	-33,426	51%	3 mos @ \$5766, 3 mos @ \$5961
<b>Total Rental Income</b>	<b>127,260</b>	<b>128,607</b>	<b>98,181</b>	<b>-30,426</b>	<b>76%</b>	
<b>Total Income</b>	<b>612,631</b>	<b>649,057</b>	<b>618,631</b>	<b>-30,426</b>	<b>95%</b>	
<b>Expense</b>						
<b>Administrative Operations</b>						
Board Activities	-	500	100	-400	20%	reduced
Congr Admin - F/M & Benefits	16,618	17,730	17,726	-4	100%	
Congr Admin - Wages	39,562	40,749	40,749	0	100%	
Off Assist - F/M & Benefits	7,490	8,365	7,967	-398	95%	
Off Asst - Wages	19,890	20,487	20,487	0	100%	
Office Expenses / Technology	19,065	19,000	19,000	0	100%	
Payroll service	1,465	1,500	1,500	0	100%	
<b>Total Administrative Operations</b>	<b>104,091</b>	<b>108,330</b>	<b>107,529</b>	<b>-802</b>	<b>104%</b>	
<b>Building &amp; Grounds</b>						
<b>B&amp;G Committee Operations</b>						
Contracted Maintenance Services	9,661	11,200	10,413	-787	93%	preschool reduction
Janitorial & Restroom Supplies	1,313	1,550	1,294	-256	83%	preschool reduction
Kitchen Supplies	30	100	100	0	100%	
Maintenance & Project Supplies	3,339	1,400	1,400	0	100%	
<b>Total B&amp;G Committee Operations</b>	<b>14,344</b>	<b>14,250</b>	<b>13,207</b>	<b>-1,043</b>	<b>93%</b>	

Facility Mgr or Handiman - Contracted	-	2,000	2,000	0	100%	
Insurance	8,886	10,000	10,000	0	100%	
Janitorial Service - Contracted	10,500	11,000	11,000	0	100%	
Lawn care - Contracted	2,647	2,300	2,300	0	100%	
Maintenance Reserves	36,758	45,434	43,304	-2,130	95%	7% of Income
Manse Operations Expenses	4,068	4,875	4,875	0	100%	
* Mortgage P&I - Church & Manse	33,654	47,784	23,892	-23,892	50%	**see notation at bottom
Tax - Stormwater Mgmt	1,809	1,850	1,850	0	100%	
Utilities	15,287	17,000	14,627	-2,373	86%	preschool reduction
<b>Total Building &amp; Grounds</b>	<b>127,953</b>	<b>156,493</b>	<b>127,055</b>	<b>-29,438</b>	<b>81%</b>	
<b>Denominational Affairs</b>						
Denominational Connections	360	1,000	1,000	0	100%	
UUA & SE District (combined) Annual Dues	29,856	30,000	30,000	0	100%	35,628 is Fair Share
<b>Total Denominational Affairs</b>	<b>30,216</b>	<b>31,000</b>	<b>31,000</b>	<b>0</b>	<b>100%</b>	
<b>Lifespan Religious Education</b>						
Adult Ministry (SEA)	2,024	1,000	1,000	0	100%	
Campus Ministry	1,425	1,000	1,500	500	150%	increased
Children's Ministry	2,777	4,000	4,000	0	100%	
Dir of Lifespan F/M & Benefits	19,926	21,737	21,675	-62	100%	
Dir of Lifespan RE - Wages	56,146	57,823	57,823	0	100%	
RE Assistant - F/M & Benefits	5,262	5,806	5,568	-238	96%	
RE Assistant - Wages	14,828	15,756	15,756	0	100%	
Sunday Childcare	10,248	10,592	10,592	0	100%	
Youth Ministry	2,334	2,450	2,450	0	100%	
<b>Total Lifespan Religious Education</b>	<b>114,971</b>	<b>120,165</b>	<b>120,364</b>	<b>200</b>	<b>100%</b>	
<b>Ministerial Operations</b>						
Minister - Benefits & Expenses	32,012	34,682	33,476	-1,207	97%	
Minister - Wages & Housing	85,887	88,464	88,464	0	100%	
Ministerial Transitions Reserves	4,000	-	-	0	0%	
<b>Total Ministerial Operations</b>	<b>121,899</b>	<b>123,146</b>	<b>121,940</b>	<b>-1,207</b>	<b>99%</b>	
<b>Rental Expense</b>						
Tax Accountant Services Fees	-	440	440	0	100%	
Tax - Parking Business	6,840	7,000	7,000	0	100%	
Facility Supervisor & Sound Technicians	81	-	-	0	0%	
Rental Space Janitorial - Contracted	225	-	-	0	0%	
Preschool Janitorial - Contracted	10,200	10,500	5,250	-5,250	50%	preschool reduction
<b>Total Rental Expense</b>	<b>17,346</b>	<b>17,940</b>	<b>12,690</b>	<b>-5,250</b>	<b>71%</b>	
<b>Programs and Ministries</b>						
Caring Ministry	250	462	462	0	100%	
Communications	570	500	500	0	100%	
Community Service Ministry	211	300	300	0	100%	

Covenant Groups	331	760	760	0	100%	
Dir of Membership - F/M & Benefits	6,097	6,747	6,709	-38	99%	
Dir of Membership - Wages	16,824	18,000	18,000	0	100%	
ECO	166	385	385	0	100%	
Fellowship Ministry	693	1,000	1,000	0	100%	
General Childcare	341	515	515	0	100%	
Membership	2,086	2,400	2,900	500	121%	increased
Mental Health Ministry	100	500	500	0	100%	
P&J	265	350	350	0	100%	
Sanctuary for Dialogue	-	450	750	300	167%	increased
SOSL	28	215	215	0	100%	
Stewardship	1,092	1,350	1,350	0	100%	
Sunday Fellowship Hour	800	950	950	0	100%	
Sunday Hospitality F/M	217	224	224	0	100%	
Sunday Hospitality - Wages	2,840	2,926	2,926	0	100%	
<b>Total Programs and Ministries</b>	<b>32,910</b>	<b>38,034</b>	<b>38,796</b>	<b>762</b>	<b>102%</b>	
<b>Service Auction</b>						
Service Auction Expense	965	850	850	0	100%	
Service Auction Distribution	1,500	-	-	0	0%	
<b>Total Service Auction</b>	<b>2,465</b>	<b>850</b>	<b>850</b>	<b>0</b>	<b>100%</b>	
<b>Worship &amp; Arts</b>						
Accompanist - Contracted Staff	6,075	6,162	6,162	0	100%	
Dir of Music - F/M & Benefits	13,830	14,076	14,069	-7	100%	
Dir of Music - Wages	31,718	32,669	32,669	0	100%	
Music Committee	5,162	4,200	4,200	0	100%	
Sound Room Technology	1,535	1,000	400	-600	40%	reduced
Worship Honorariums	1,150	1,500	1,500	0	100%	
Worship Ministry	230	1,500	1,500	0	100%	
<b>Total Worship &amp; Arts</b>	<b>59,699</b>	<b>61,108</b>	<b>60,500</b>	<b>-607</b>	<b>99%</b>	
<b>Total Operations Expense</b>	<b>611,551</b>	<b>657,065</b>	<b>620,724</b>	<b>-36,342</b>	<b>94%</b>	
<b>Net Income</b>	<b>1,080</b>	<b>(8,008)</b>	<b>(2,093)</b>	<b>5,916</b>		
Financial Reserves:						
Reserve balance at end of previous year	54,041	55,122	47,113			
Minus budgeted Net Income	1,080	-8,008	-2,093			
Budgeted balance at end of FY	55,122	47,113	45,021			
Fully funded Financial Reserves minimum	\$ 36,693	\$ 39,424	\$ 37,243			

\* Profit and Loss Statement only shows Mortgage Interest payments  
Balance Sheet only shows Mortgage Principal payments  
This report combines both for Budgeting purposes

\*\* FY2017 - the capital fund was paying the principal for part of the year back when we thought the preschool lease would be ending much sooner,  
but when they extended, the operating budget picked it back up.  
FY2018 - "normal" payments for the operating budget, FY2019 the existing debt is due in Dec 2018 so payments would end after that making it half a year

Post Preschool Savings	Annual	6 mos	Useage 33%	Savings	Budget Diffs
Solid Waste Removal					
Dumpster Lease	648	324		324	
2x wk pickup	1200	600		600	
roll out container	-275	-138		-138	787
PSNC gas preschool kitchen	276	138		138	
OWASA	2322	1161	383	383	
Duke Power	11226	5613	1852	1852	2373
Restroom & Janitorial Supplies	1550	775	256	256	256
Janitorial Service	10500	5250		5250	5250
Total Estimated Savings				8666	8666



	Budget for FY17		Budget for FY18		Budget for FY19	
	FY15 Actual	Percent	FY16 Actual	Percent	FY17 Actual	Percent
Total Expense	569,676		600,094		611,550	
UUA Dues	25,332		28,950		29,856	
Reserves - Maintenance	16,988		29,425		36,758	
Reserves - Minister Trans.	11,000		4,000		4,000	
Mortgage Principal	22,485		25,148		13,119	
	<u>493,871</u>		<u>512,571</u>		<u>527,817</u>	
Percent	29,632	0.06	30,754	0.06	31,669	0.06
			35,880	0.07	35,628	0.0675
			29,729	0.058	30,613	0.058
			37,640 Fair Share		Fair Share	

## FY2016 Staff Compensation Budget

### Employee Compensation

Budget Year	TOTAL Impact to C3H	Yr to Yr Diff	Annual Hours	Wages Base Rate	Payroll Wages	Housing	Fica/Med	TOTAL Payroll
Minister - Thom Belote								
FY2015	115,672		N/A	N/A	81,750.00	0.00	6,253.88	88,003.88
FY2016	116,308	636	N/A	N/A	84,202.50	0.00	6,441.49	90,643.99
FY2017	119,475	3,167	N/A	N/A	66,758.55	19,128.00	6,570.32	92,456.87
FY2018	122,940	3,465	N/A	N/A	52,463.61	36,000.00	6,767.47	95,231.08
FY2019	121,940	-1,000	N/A	N/A	52,463.61	36,000.00	6,767.47	95,231.08
Dir of Lifespan RE - Marion Hirsch								
FY2013	65,520		2080	24.41	50,776.96	N/A	3,884.44	54,661.40
FY2014	65,757	237	2080	24.41	50,776.96	N/A	3,884.44	54,661.40
FY2015	69,351	3,594	2080	24.78	51,538.61	N/A	3,942.70	55,481.32
FY2016	72,327	2,976	2080	25.52	53,084.77	N/A	4,060.99	57,145.76
FY2017	76,841	4,514	2080	26.99	56,149.00	N/A	4,295.40	60,444.40
FY2018	79,498	2,658	2080	27.80	57,823.38	N/A	4,423.49	62,246.86
FY2019	79,498	0	2080	27.80	57,823.38	N/A	4,423.49	62,246.86
Music Dir - Glenn Mehrbach								
FY2013	38,893		1144	26.00	29,547.00	N/A	2,260.35	31,807.35
FY2014	39,382	489	1144	26.00	29,754.96	N/A	2,276.25	32,031.21
FY2015	41,861	2,479	1144	26.39	30,190.16	N/A	2,309.55	32,499.71
FY2016	43,556	1,696	1144	27.18	31,095.86	N/A	2,378.83	33,474.70
FY2017	45,022	1,466	1144	27.73	31,717.78	N/A	2,426.41	34,144.19

FY2018		46,738	1,717	1144	28.56	32,669.32	N/A	2,499.20	35,168.52
FY2019		46,738	0	1144	28.56	32,669.32	N/A	2,499.20	35,168.52
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Congregational Admin. - Andrea Sordean-Mintzer									
FY2013	incr beg Sept '12	48,034		1820	20.38	36,443.34	N/A	2,787.92	39,231.26
FY2014		49,183	1,148	1820	20.38	37,099.97	N/A	2,838.15	39,938.12
FY2015		51,894	2,711	1820	20.69	37,656.47	N/A	2,880.72	40,537.19
FY2016		54,171	2,277	1820	21.31	38,786.17	N/A	2,967.14	41,753.31
FY2017		56,191	2,020	1820	21.74	39,561.89	N/A	3,026.48	42,588.37
FY2018		58,475	2,284	1820	22.39	40,748.75	N/A	3,117.28	43,866.02
FY2019		58,475	0	1820	22.39	40,748.75	N/A	3,117.28	43,866.02
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Membership Director									
FY2014	Carolyn Buckner	14,274		884	15.00	13,260.00	N/A	1,014.39	14,274.39
FY2015	Jacqueline Brett	13,765	-509	780	15.00	11,700.00	N/A	895.05	12,595.05
FY2016		14,173	408	780	15.45	12,051.00	N/A	921.90	12,972.90
	New Rachel Rose				15.25				
FY2017		22,313	22,313	1040	15.56	16,177.20	N/A	1,237.56	17,414.76
FY2018		23,108	23,108	1040	16.02	16,662.52	N/A	1,274.68	17,937.20
	REQUESTED	24,747	2,433	1040	17.31	18,000.00	N/A	1,377.00	19,377.00
FY2019		24,709	-38	1040	17.31	18,000.00	N/A	1,377.00	19,377.00
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DRE Asst.									
FY2014	Peter Bonzani	17,314		1040	12.50	13,000.00	N/A	994.50	13,994.50
FY2015		19,706	2,391	1040	14.00	14,560.00	N/A	1,113.84	15,673.84
FY2016		20,487	781	1040	14.42	14,996.80	N/A	1,147.26	16,144.06

FY2017	Budget	21,138	651	1040	14.71	15,296.74	N/A	1,170.20	16,466.94
	New Sara Gush	20,814	-324	1040	14.71	15,296.74	N/A	1,170.20	16,466.94
FY2018		21,324	510	1040	15.15	15,755.64	N/A	1,205.31	16,960.94
FY2019	Dana Lundquist	21,324	0	1040	15.15	15,755.64	N/A	1,205.31	16,960.94
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Office Assistant									
FY2013	Munsie Davis	22,980		1300	13.00	16,900.00	N/A	1,292.85	18,192.85
FY2014		23,666	686	1300	13.00	16,900.00	N/A	1,292.85	18,192.85
FY2015		28,233	4,566	1300	15.00	19,500.00	N/A	1,491.75	20,991.75
FY2016		29,594	1,362	1300	15.45	20,085.00	N/A	1,536.50	21,621.50
	FY16 New Elisabeth Allore				15.00				
FY2017		28,597	-997	1300	15.30	19,890.00	N/A	1,521.59	21,411.59
FY2018		28,454	-144	1300	15.76	20,486.70	N/A	1,567.23	22,053.93
FY2019		28,454	0	1300	15.76	20,486.70	N/A	1,567.23	22,053.93
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Sunday Hospitality - Abigail Castenada									
FY2013		2,442		208	11.74	2,441.92	N/A	N/A	2,441.92
FY2014		2,364	-78	197	12.00	2,364.00	N/A	N/A	2,364.00
FY2015		2,757	393	197	13.00	2,561.00	N/A	195.92	2,756.92
FY2016		2,998	241	208	13.39	2,785.12	N/A	213.06	2,998.18
FY2017		3,058	60	208	13.66	2,840.82	N/A	217.32	3,058.15
FY2018		3,150	92	208	14.07	2,926.05	N/A	223.84	3,149.89
FY2019		3,150	0	208	14.07	2,926.05	N/A	223.84	3,149.89
<hr/>									
Contract Pianist									
FY2013	Aviva Enoch	5,400		54	100.00	5,400.00	N/A	N/A	5,400.00
FY2014		5,400	0	54	100.00	5,400.00	N/A	N/A	5,400.00

FY2015	6,000	600	54	100.00	5,400.00	N/A	0.00	5,400.00
FY2016	6,162	162	54	103.00	5,562.00	N/A	0.00	5,562.00
FY17 New Alice Tien								
FY2017	6,000	-162	54	100.00	5,400.00	N/A	0.00	5,400.00
FY2018	6,162	162	54	103.00	5,562.00	N/A	0.00	5,562.00
FY2019	6,162	0	54	103.00	5,562.00	N/A	0.00	5,562.00
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Contract Facility Mgr/Sexton - new	0							
FY2015	3,000	3,000	120	25.00	3,000.00	N/A	N/A	3,000.00
FY2016	3,000	0	120	25.00	3,000.00	N/A	N/A	3,000.00
FY2017	3,000	0	120	25.00	3,000.00	N/A	N/A	3,000.00
FY2018	2,000	-1,000	80	25.00	2,000.00	N/A	N/A	2,000.00
FY2019	2,000	0	80	25.00	2,000.00	N/A	N/A	2,000.00
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TOTAL Employees		Diff						
FY2015	352,237							
FY2016	362,776	10,539						
FY2017	381,635	33,032						
FY2018	391,849	32,851						
FY2019	392,487	-1,038						

FEDERAL SS COLA	%		
	2011	3.6	
	2012	1.7	
	2013	1.5	
	2014	1.7	
	2015	0	FY15 COLA 0.015

2016	FY16 COLA	0.030
2017	FY17 COLA	0.020
	FY18 COLA	0.030
	FY19 COLA	0.000

HRA	UUA Health Plan 80/50 %	Life Ins.	Long Term Disability	Retirement	Prof Exp	TOTAL Benefit	Budget Wages	Budget Benefits with F/M
N/A	9,873	628	818	8,175	8,175	27,668	81,750	33,922
N/A	8,605	647	842	8,420	7,150	25,664	84,203	32,106
N/A	9,602	660	668	8,589	7,500	27,018	85,887	33,588
N/A	10,011	722	630	8,846	7,500	27,708	88,464	34,476
N/A	10,011	722	630	8,846	6,500	26,708	88,464	33,476
3,883	N/A	390	508	5,078	1,000	10,859	50,777	14,743
4,120	N/A	390	508	5,078	1,000	11,095	50,777	14,980
5,805	N/A	396	515	5,154	2,000	13,870	51,539	17,812
6,534	N/A	408	531	5,308	2,400	15,181	53,085	19,242
7,389	N/A	431	561	5,615	2,400	16,396	56,149	20,692
7,904	N/A	472	694	5,782	2,400	17,252	57,823	21,675
7,904	N/A	472	694	5,782	2,400	17,252	57,823	21,675
3,008	N/A	227	295	2,955	600	7,085	29,547	9,346
3,249	N/A	229	298	2,975	600	7,350	29,755	9,627
4,608	N/A	232	302	3,019	1,200	9,361	30,190	11,670
5,222	N/A	239	311	3,110	1,200	10,081	31,096	12,460
5,945	N/A	244	317	3,172	1,200	10,878	31,718	13,304

6,444	N/A	267	392	3,267	1,200	11,570	32,669	14,069
6,444	N/A	267	392	3,267	1,200	11,570	32,669	14,069
4,514	N/A	280	364	3,644	0	8,803	36,443	11,591
4,879	N/A	285	371	3,710	0	9,244	37,100	12,083
6,925	N/A	289	377	3,766	0	11,356	37,656	14,237
7,853	N/A	298	388	3,879	0	12,417	38,786	15,385
8,947	N/A	304	396	3,956	0	13,603	39,562	16,629
9,712	N/A	333	489	4,075	0	14,609	40,749	17,726
9,712	N/A	333	489	4,075	0	14,609	40,749	17,726
0	N/A	0	0	0	0	0	13,260	1,014
0	N/A	0	0	1,170	0	1,170	11,700	2,065
0	N/A	0	0	0	1,200	1,200	12,051	2,122
2,895	N/A	124	162	1,618	100	4,899	16,177	6,136
3,069	N/A	136	200	1,666	100	5,171	16,663	6,446
3,107	N/A	147	216	1,800	100	5,370	18,000	6,747
3,069	N/A	147	216	1,800	100	5,332	18,000	6,709
1,790	N/A	100	130	1,300	0	3,320	13,000	4,314
2,318	N/A	112	146	1,456	0	4,032	14,560	5,146
2,578	N/A	115	150	1,500	0	4,343	14,997	5,490



2,871	N/A	117	153	1,530	0	4,671	15,297	5,841	Diff fr Budget
2,547	N/A	117	153	1,530	0	4,347	15,297	5,517	324
2,470	N/A	129	189	1,576	0	4,363	15,756	5,568	-51
2,470	N/A	129	189	1,576	0	4,363	15,756	5,568	
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3,225	N/A	130	169	1,264	0	4,787	16,900	6,080	
3,485	N/A	130	169	1,690	0	5,473	16,900	#REF!	
4,946	N/A	150	195	1,950	0	7,241	19,500	8,733	
5,609	N/A	154	201	2,009	0	7,973	20,085	9,509	
4,845	N/A	153	199	1,989	0	7,186	19,890	8,707	
3,938	N/A	167	246	2,049	0	6,400	20,487	7,967	
3,938	N/A	167	246	2,049	0	6,400	20,487	7,967	
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0	N/A	0	0	0	0	0	2,442		
0	N/A	0	0	0	0	0	2,364		
0	N/A	0	0	0	0	0	2,561	196	
0	N/A	0	0	0	0	0	2,785	213	
0	N/A	0	0	0	0	0	2,841	217	
0	N/A	0	0	0	0	0	2,926	224	
0	N/A	0	0	0	0	0	2,926	224	
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0	N/A	0	0	0	0	0	5,400		
0	N/A	0	0	0	0	0	5,400		





FY2019 Health/HRA Benefit Calculations

Employee	Jan-18		Percent of Benefit	Monthly HRA	PayPeriod HRA	Annual HRA	Jul-Dec '18 12 paypds	Jan - Jun '19 x12 paypds	Budget	
	UUA Health Mo. Premium	FTE (Full Time Eq)								
Thom Belote										
Birth Yr 1977	571.49	100.00%	80%	457.19	228.60	5,486.30	2,743.15	3,017.47	5,760.62	Staff 80%
Zip 275	674.61	100.00%	50%	337.31	168.65	4,047.66	2,023.83	2,226.21	4,250.04	Family 50% health benefit correction
									<u>10,010.66</u>	
Marion Hirsch										
Birth YR 1964	784.08	100.00%	80%	627.26	313.63	7,527.17	3,763.58	4,139.94	7,903.53	Staff 80%
Zip 275										
Glenn Mehrbach										
Birth YR 1955	1162.37	55%	80%	511.44	255.72	6,137.31	3,068.66	3,375.52	6,444.18	Staff 80%
Zip 277										
Andrea Sordean-Mintzer										
Birth YR 1954	1101.19	87.50%	80%	770.83	385.42	9,250.00	4,625.00	5,087.50	9,712.50	Staff 80%
Zip 275										
Dana Lundquist										
Birth YR 1987	490.01	50%	80%	196.00	98.00	2,352.05	1,176.02	1,293.63	2,469.65	Staff 80%
Zip 273										
Elisabeth Allore										
Birth YR 1969	625.08	62.50%	80%	312.54	156.27	3,750.48	1,875.24	2,062.76	3,938.00	Staff 80%
Zip 275										
Rachel Rose										
Birth YR 1970	608.95	50.00%	80%	243.58	121.79	2,922.96	1,461.48	1,607.63	3,069.11	Staff 80%
Zip 272										
									TOTAL Ministerial Staff	10,010.66
									TOTAL Non-Ministerial Staff	33,536.96
									TOTAL STAFF	<u>43,547.63</u>

Name	Position	FY18	UUA 2018/2019 Recommendation	
		Current Hrly Rate	GEO Index 3 / Midsize 3 Low / Mid / High	
Elisabeth	Office Assistant	\$15.76	12.76 / 15.02 / 17.38	
Rachel	Membership Coordinator	\$17.30	17.52 / 20.67 / 23.77	
Dana	RE Assistant (Office Assistant)	\$15.15	12.76 / 15.02 / 17.38	
Abigail	Hospitality (Custodian)	\$14.07	13.35 / 15.17 / 17.83	
Andrea	Congregational Admin	\$22.39	19.08 / 22.67 / 26.32	
Glenn	Music Director	32,669	27,913 / 32,838 / 37,702	55%
Marion	Dir of Lifespan RE (Credentialed Associate)	57,823	52,600 / 57,900 / 63,150	
Thom	Minister (Lead / Solo Minister)	88,464	74,800 / 98,000 / 121,650	



Bonnie Nelson &lt;nelsonbjmj@gmail.com&gt;

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## Additional Information

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**Thom Belote** <revthomb@gmail.com>

Wed, Feb 7, 2018 at 3:03 PM

To: Jenny Warnasch <jennywarnasch@gmail.com>, Steve Warshaw <warshawsj@gmail.com>, Russell Bowen <russbowen111@gmail.com>, Bonnie Nelson <nelsonbjmj@gmail.com>, Andrew Wright <awright76@gmail.com>, Andy Hencke <andy.hencke@gmail.com>, Barbara Chapman <barbchapman@bellsouth.net>, Bianca Rodriguez <Btrodriguez@yahoo.com>, Steve Day <steve.day4321@gmail.com>, Lilie Bonzani <lbonza001@yahoo.com>, Dave Klibanow <d.klibanow@frontier.com>

Each year we certify our membership with the UUA during the last week of January. This year we certified 416 members with the UUA.

Worship Attendance over past month:

1/14	84 (9:15)	150 (11:00)	234 (total)
1/21	98 (9:15)	125 (11:00)	223 (total)
1/28	95 (9:15)	165 (11:00)	260 (total)
2/4	85 (9:15)	165 (11:00)	250 (total)

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The Reverend Thom Belote

The Community Church of Chapel Hill, Unitarian Universalist

Cell: [919-259-2009](tel:919-259-2009)

[c3huu.org](http://c3huu.org)



## Outline of Board Presentation Feb. 13, 2018

1. Disclaimer
2. Legal Framework
3. Who is at risk legally
4. Insurance and 501(c)(3) status
5. Responsibility to and for Sanctuary Guest
6. Mechanics of Sanctuary
7. Motion

### **Relevant Legal Issues:**

8 USC 1324 Sec. (a)(1)(A) holds that “Any person who.... (iii) knowing or in reckless disregard of the fact that an alien has come to, entered, or remains in the United States in violation of law, *conceals, harbors, or shields from detection, or attempts to conceal, harbor, or shield from detect, such alien in any place*, including any building or any means of transportation ... shall .. (describes applicable penalties).

The ICE “Sensitive Locations” memo reaffirms decades-long policies treating churches, and also schools and hospitals, as sensitive locations. The memo provides guidance to immigration officers, but it has no binding legal authority and provides no absolute protection. The memo directs federal immigration enforcement officers to seek prior approval before executing a planned enforcement action in such locations. The current administration has reaffirmed this policy but this could change.



## **PREAMBLE:**

**Inspired by our Unitarian Universalist principles to affirm the inherent worth and dignity of each person and to promote justice, equality, and compassion in human relations, we oppose government policy that discriminates against marginalized communities and that aims to unjustly deport millions of immigrants. We will commit our energy and abilities to the tasks of creating sanctuary in our church and throughout our community for those targeted by hate and will seek to provide safety for all who are caught in the fray. We will work alongside friends, families and neighbors to ensure the dignity and human rights of all people.**

## **MOTION:**

**Therefore, be it resolved that we, the members of The Community Church of Chapel Hill, Unitarian Universalist, publicly declare our intent to be a Sanctuary Church. Before officially hosting someone in our space, we will seek to build a relationship with the sanctuary guest so that each party feels comfortable that this would be a fruitful and safe undertaking, respecting the needs and boundaries of both the individual and the congregation. Further, we dedicate ourselves to educate and activate our congregation and community, to amplify and respond to the voices of immigrant leaders, and to speak out against discrimination towards marginalized people. The Sanctuary and Immigrant Support Ministry, with and through the Minister, will provide periodic reports to the Board of Trustees regarding actions taken pursuant to this resolution.**



Thom Belote &lt;revthomb@gmail.com&gt;

**Jones Roof**

1 message

**Brad Kosiba** <bradkosiba@gmail.com>  
To: Thom Belote <revthomb@gmail.com>

Tue, Feb 13, 2018 at 4:26 PM

Thom,

As we discussed earlier this week, I am recommending that we hire Bond Roofing to replace the Jones and office building shingle roof except for the area under the Solar panels.

The current roof is leaking in several places including the kitchen. It is also showing buckling of the decking underneath the shingles in a number of other places. The area under the solar panels is more protected and I hope that it will last perhaps as much as another 10 years, at which time we will have to replace it as well. However the expense of removing the solar array is not justified today and the roof appears to be intact underneath them.

I will also have them remove the old chimney above the roof deck to eliminate another major source of moisture penetration. We will install booted roof vents for any plumbing vents as needed.

I asked 3 companies to quote.

- Baker, our previous good experience on the Manse roof, bid \$25,000 plus the cost of replacement plywood at \$66 a sheet (I estimate about another \$1,000 worth of plywood will be needed).
- Bond, recommended highly by my colleague over at ERUUF, bid \$23,000 plus the cost of replacement plywood at \$55 a sheet (I estimate about another \$1,000 worth of plywood will be needed).
- Pickard, another reputable local roofer requested that we tear off part of the roof to investigate ventilation in the cathedral ceiling prior to any proposal.

The other two, also very experienced and reputable roofers pointed to a poor installation job as the root cause of the current problems, including using felt underlayment on a lower pitch roof. They both propose using non-wicking ice and water shield.

I have no record and Lee and Gary have no memory of the previous contractor, except that it was a "low bid" job.

**I expect the final cost to be about \$25,000.** There is now in excess of \$60,000 in the Maintenance Reserve Fund. We do need to stop the leaks now. Please advise when you are prepared for me to go forward.

Thank you,

Brad

--  
Brad Kosiba

Always be curious.

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