

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

November 13, 2018

Members:	Lilie Bonzani	Steve Day (absent)	Bianca Rodriguez
	Russ Bowen	Andy Hencke	Jenny Warnasch, chair
	Barb Chapman	Dave Klibanow	Steve Warshaw
Ex Officio:	Thom Belote	Bonnie Nelson	Andrew Wright
Guests:	Brad Kosiba	Gail McKinley	

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

Reading of the Mission J. Warnasch read the BoT mission.

Check-in (7:05) The Board of Trustees (BoT) members and guests shared during a check-in.

Consent Agenda (7:11) J. Warnasch asked if there were any changes that needed to be made to the Consent Agenda. As there were none,

D. Klibanow made a motion to approve the Consent Agenda and the September BoT Minutes, and to accept the Minister's Monthly Report and the associated annual financial report.

A. Hencke seconded the motion.

All in favor with none opposing and none abstaining.

Building Project Update/Plan to Move Forward (7:12) G. McKinley confirmed that all BoT members had received copies of the planning documents distributed prior to the meeting. She said that the objective is to have a BoT plan that everyone feels good about and to plan for a vote at the next Congregational Meeting. She provided the results of the Building Task Force (BTF) survey on the revised plan. She said that a high percentage of respondents had good feelings regarding the strategy for moving forward. She added that most of the responses were anonymous so the BTF felt that the results were a good representation of the whole congregation. Two points were raised:

- The \$200K gap anticipated between the amount to be raised versus the construction cost and many suggestions were received on how to close the gap, including the pluses and minuses of taking out a loan.

- The other point focused on the fix-up and renovations of the existing space. Most respondents understood the choice made but there was skepticism on whether it would actually get done.

G. McKinley believes that the BTF plan addresses both points. At their October 2018 Town Hall meeting, the BTF promised that the BoT would come up with a plan and that it would be the subject of the Congregational Meeting on January 13, 2019. The BTF leaders believe their proposed plan is credible and responsive to the feedback they have received. As such, they would like to share the plan through several communication channels. The BoT reviewed the plan and B. Kosiba reminded the BoT that the gap is only for the residual loan.

A. Hencke led a discussion on the financial aspects of the plan. He noted that the January 13, 2019 Congregational Meeting will be a “go/no go” decision point for the BoT President that needs to be made with confidence. He added that there is no silver bullet for closing the gap with the information received to date. However, the BTF is proposing a multifaceted approach. There are currently four ideas being evaluated:

- Taking on additional debt responsibly with renting the Manse as the source of funds for loan payments. The current estimate is that the Manse could provide income in the range of \$50K-\$110K/10 years. S. Warshaw questioned the use of the Manse as a rental property given the current plan to use it for sanctuary. A. Hencke replied that he, Mary Hulett, and T. Belote had discussed other church spaces that could be used for Sanctuary. T. Belote confirmed that most churches offering sanctuary repurpose building space and do not have a dedicated house.
- Using the membership pledges from new members, a mini-capital campaign, and targeted request to current donors. Ivy Brezina, past Capital Campaign co-chair. I. Brezina, T. Belote, Marion Hirsch and A. Hencke have already met to identify a list of approximately twenty potential households who might be approached for additional capital pledges. On December 9, 2018, some members of the BoT and the Building Task Force will meet to discuss when, how, and who might approach these households.
- Creating a combined Capital Campaign/Stewardship Team that would conduct stewardship visits to new members and follow-up with any capital pledges not being fulfilled on schedule. Volunteers for this approach have been identified.
- Mobilize influence leaders with outreach and socialization to ensure that they are supportive of the proposed finance plans. A. Hencke and G. McKinley are the point leaders for this approach.

T. Belote addressed the issue of the Manse being used for rental. He indicated that the Manse will be needed for church programming, even with the availability of the new space. The current plan calls for joint usage of the Manse for both programming and sanctuary. He added that not being able to use the Manse for ten years, due to the need for rental income, would be a hardship. B. Kosiba added that he is concerned about the additional funding needed to make the Manse suitable for rental. It is estimated that it will take \$60K to make the Manse suitable for sanctuary and programming and another \$60K to make it suitable for high-end rental, which would be the type of rental needed to make the loan payments.

B. Chapman questioned the work of addressing the gap falling to the BoT. A. Hencke replied that there is a shortage of resources willing and able to tackle the issue. R. Bowen stated that he believes that it is not responsible to take on additional debt without a plan and that there has not been enough public and frequent communication on the topic. B. Rodriguez wondered about being more public, providing reminders for pledge fulfillment, and making new congregants aware of the construction plan and costs. L. Bonzani suggested that the Annual Pledge Drive (APD) could address these issues and perhaps have an additional line on the pledge form for capital campaign pledge increases. T. Belote replied to R. Bowen's comment about communication that it is hard to do so when the target is moving; however, he added that there are natural times to do so, such as around the groundbreaking. He is optimistic that there will be opportunities coming to ask for additional funds and that the gap will be closed. B. Kosiba agreed stating that he believes that, by the end of the project, the congregation will come up with another \$100K and that leave the church with a manageable loan payment.

G. McKinley said that a suggestion was to take loans from the Congregation. D. Klibanow expressed concern with that idea, due to possible issues if there was a problem making payments. A. Hencke said that the BTF was reviewing the pros and cons of all of the options. A. Wright reminded the BoT that the actual gap amount is unknown. It could be \$250K by the end of the project. It is anticipated to be a 10-year loan but that the loan could be extended to make the payments lower. S. Warshaw suggested that perhaps the BoT needs to be thinking "over the top" and perhaps consider fundraising that is out of character for the church, such as raffles and special events. A. Wright suggested that the BoT could raise awareness through small events and A. Hencke added that it will take a concerted effort by many people in order to close the gap.

R. Bowen addressed the issue of what to present at the next Congregational Meeting. He said that, as in-coming president, he was comfortable going before the congregation without a plan to address the gap. He believes that the congregation will be able to address the gap but that it is important for the issue not to be forgotten. B. Chapman agreed but thinks that the BTF and the BoT should seek some external expertise. She is concerned about donor fatigue and is uncertain where the tipping point is for fundraising burn-out. D. Klibanow added that, historically, the congregation is supportive in bursts but has a hard time sustaining that over time.

As it has been suggested that the Endowment Committee might benefit from some external expertise on giving as well, A. Hencke suggested that he and B. Chapman set up a joint meeting with Mark Ewert, generosity consultant. He further suggested that the BoT Executive Committee discuss these topics to help prepare for the December 2018 BoT meeting. And, he suggested that the BoT approve G. McKinley's communication plan, which states that the BoT endorses the BTF plan and that a plan to solve the gap problem will be found. J. Warnasch will schedule a special volunteer meeting about the gap issue. She called for a motion on the BTF communication plan.

A. Hencke made a motion to enthusiastically endorse the plan.

S. Warshaw seconded the motion.

All in favor with none opposing and none abstaining.

Election Process Update (8:32) S. Warshaw shared the fall slate of BoT candidates. The ballots have been emailed out to members. J. Warnasch noted that the ballots failed to provide space for write-in candidates. S. Warshaw said that he had notified the Nominating Committee about the ballots with a note indicating that write-in candidates were permitted.

Endowment Update (8:35) B. Chapman reported on the Endowment Committee meeting. She said that Scott Provan said that the investment fund was going well but that concerns had been raised over some of the holdings being in questionable funds. He explained that a close examination had shown that the UUA involvement in those funds actually resulted in positive changes by those companies.

She said that the Endowment Committees planned town hall meeting on year-end tax giving and estate planning was cancelled after A. Wright's presentation on similar topics.

B. Chapman addressed A. Hencke's suggestion about a joint meeting with M. Ewert, confirming that it was a good idea. She thinks that discussions about end-of-life giving should be in coordination with the Annual Pledge Drive and Capital Campaign, rather than these solicitations being done in silos. B. Chapman added that the Endowment Committee was having discussions on what types of grants they should be funding, preferring to be funding programs and ministries and not discrete objects. L. Bonzani asked if this distinction was in the Endowment Committee charter. B. Chapman thought that it was not. She would like to submit a grant request to the Endowment Committee to fund part of M. Ewert's visit.

T. Belote suggested a preliminary call with M. Ewert to confirm the discussion points. J. Warnasch added that there might still be funds for his services left from the Capital Campaign budget.

A. Hencke made a motion to authorize up to five hours of consultation with M. Ewert.

D. Klibanow seconded the motion.

All in favor with none opposing and none abstaining.

BPB Amendment to Closed Sessions (8:49) R. Bowen distributed a draft of an amendment to the policy on Closed Sessions, as found in the Board Policy Book (BPB). He indicated that this will be addressed next year and plans to delay addressing the proposal until the BoT retreat in January 2019.

Preschool Lease Update (8:53) J. Warnasch said that she had received the necessary confirmation from the Preschool's lender that they would extend the construction loan terms until the Preschool was in its new building. She has not received a signed lease agreement from the Preschool. The current lease expires December 31, 2018. She will follow-up with the Preschool Director. There is also outstanding communication regarding the details of their exit plan.

Nota bene R. Bowen confirmed that the BoT retreat in January 2019 will be held on Friday night and Saturday morning. All new and continuing BoT members are expected to attend both

sessions.

Process Evaluation (8:56) B. Rodriguez noted the deep and thoughtful discussions that occurred. She suggested that more time be allowed for additional discussion.

Action Items (8:57) B. Nelson indicated the following items require follow-up:
A. Hencke and B. Chapman will set up a joint meeting with M. Ewert.
S. Warshaw will follow-up about the ballots and allowing write-in candidates.
J. Warnasch will contact the Preschool Director about a signed lease.

Chalice Extinguishing/Closing Reading (8:59) B. Rodriguez shared a reading on dreaming and hard work that encouraged everyone to be a doer. J. Warnasch extinguished the chalice and adjourned the meeting.

ATTACHMENTS:

Board Agenda

Minister's Monthly Report

BPTF Survey, Planning, and Communication

Documents Endowment Loan Agreement

The Community Church of Chapel Hill

Unitarian Universalist

November Board Meeting
November 13, 2018
7-9pm; Straley Room
Board Member of the Month: Bianca

Item	Responsible Person	Time
<u>Chalice Lighting/Opening Reading</u>	Bianca	7:00-7:02
<u>Reading of the Mission</u> Inspired by the wisdom of diverse religious traditions and our own history of ethical engagement, we strive to nurture spiritual growth, support and care for each other, and effect change through our love for the world.	Jenny	7:02-7:03
<u>Check-in</u>	All	7:03-7:15
<u>Consent Agenda [vote]</u> <ul style="list-style-type: none">• Approval of Agenda• Approval of October Minutes• Acceptance of Minister's Monthly Report	Jenny	7:15-7:20
<u>Building Project Update/Plan to Move Forward</u>	Andy/Gail/Brad	7:20-8:05
<u>Election Process Update</u>	Steve W	8:05-8:10
<u>Endowment Update/Mark Ewert Grant</u>	Barb	8:10-8:25
<u>BPB Amendment to Closed Sessions</u>	Russ	8:25-8:40
<u>Preschool Lease Update</u>	Jenny	8:40-8:45
<u>Process Evaluation</u>	Bianca	8:45-8:50
<u>Action Items</u>	Bonnie	8:50-8:51
<u>Chalice Extinguishing/Closing Reading</u>	Bianca	8:51-8:52

October Minister's Report
Rev. Thom Belote
November 13, 2018

A couple of observations:

One thing worth noticing is level of programming during October. The staff has noticed that in previous years there have been lots of big events scheduled in September, with a somewhat quieter schedule in October. This year there have been significant church events – concerts, town hall meetings, social justice events, the auction – happening all throughout the month of October.

On a somewhat more personal note, one of the things I noticed as I compiled my board report was just how varied of a profession ministry is. From speaking at a vigil following the Tree of Life shooting in Pittsburgh to blessing dogs on Sunday morning to discussing the theology of grace in a bar to leading a covenant group, this is truly a curious profession. A lot of what I do doesn't make it into these reports. I don't tend to report the number of pastoral visits I make or emails I answer or leaders I speak with about some matter of church business. The image from the past month that sticks with me is of pushing a wheel-chair bound member of our church up a muddy hill and up a temporary ramp so that she can get back into her house. While she recovers from her broken leg, she has found herself able to get out of her house but there is difficulty with getting back in. I happen to be the strongest member of the pastoral care team.

Since Last Report (October 9, 2018)

- Preached and led worship on October 14. Worship attendance was 280.
- Preached and led worship on October 21. Worship attendance was 250.
- Preached and led worship on October 28. Worship attendance was 245.
- Led multigenerational Blessing of the Animals service on November 4. Worship attendance was 310 humans as well as many dogs and two cats.
- Held weekly staff meetings.
- Concluded teaching “In Later Years: Finding Meaning and Spirit and Aging,” a SEA class I co-led with Carolyn Holt at Carolina Meadows, on 10/10
- Led final three sessions of Pub Theology SEA class on 10/11, 10/18, and 10/25.
- Attended Emma's Revolution concert presented by Standing on the Side of Love concert series on 10/13.
- Attended Building Task Force town hall meeting on 10/14.
- Met with Committee on Ministry on 10/16.
- Organized visit from the Reeb Project of All Souls Unitarian Church, Washington, D.C. on the weekend of October 19-21. Tasks included recruiting church members to host All Souls guests, recruiting members of our community to participate in voter outreach, helping with driving, and recruiting donations for Potluck dinner. After receiving training from YouCanVote and Democracy NC, participants spent all day Saturday doing voter outreach and education.
- Led Church Council meeting on 10/23.
- Attended meeting of Tarheel Unitarian Universalist Ministers Association on 10/25.

- Attended Fall Auction on 10/27 and offered two social events: a movie night and a coffee tasting. The Fall Auction raised over \$18,000. Susan and Don Blanchard have re-upped to lead the Fall Auction in 2019 and 2020!
- Held ceremony for welcoming new members during worship service on 10/28.
- Hosted new member reception at my home on afternoon of 10/28.
- Participated in Interfaith Prayer Vigil held at Kehillah Synagogue on 10/30.
- Led Covenant Group with Joyce Allen on 11/1.
- Co-led Exploring Membership class with Rachel Rose on 11/1 and 11/8.
- Two new members (so far) joined following the most recent Exploring Membership class: Alex Hardy and Rita White.
- Met with Sanctuary and Immigrant Support Ministry on 11/5.
- Met with Worship Associates ministry on 11/6.
- Met with the Caring Ministry on 11/8.
- On November 10-11, I will be taking a trip to the Stewart Detention Center in Lumpkin, Georgia to visit immigrants being detained there. This trip is organized through FaithAction International House in Greensboro and includes an opportunity to visit with detainees, an opportunity to partner with an organization called El Refugio that ministers to detainees and their families in Lumpkin, as well as theological reflection. Mary Hulett and Maureen O'Rourke will be joining me on this trip.

Books Read Last Month

Crusader for Freedom: A Life of Lydia Maria Child by Deborah Pickman Clifford. I read this biography of the famous 19th century Unitarian woman of letters as research for my upcoming sermon on November 18.

Secret Body: Erotic and Esoteric Currents in the History of Religions by Jeffrey Kripal. This is one of the more recent books by this prolific, brilliant, and provocative religious scholar. I had the good fortune of taking a course from Kripal during my time at Harvard; it was my favorite class that I've ever taken! Over the past two decades I've kept up an infrequent correspondence with Professor Kripal and he's sent me sermons he's delivered at a Unitarian church in Houston. Prof. Kripal is the J. Newton Rayzor Professor of Religion at Rice University.

Proposed Plan for Moving Forward with Building Project

C2HUU Board of Trustees, November 11, 2018

Dates shown are as proposed, subject to adjustments

This proposed plan reflects four years of effort by the Board and its Task Force volunteers to gather Congregational input, acquire expert advice from architects and engineers, gain financial support from the Congregation, and develop building options consistent with both the church’s needs and the church’s finances. It specifically reflects the Congregation’s recent input via an October on-line survey, complemented by a Town Hall meeting.

As indicated by the appended Summary of Survey Results, there is high support (83%-89%) for proceeding with the new building and making it affordable by postponing all but essential renovations to the existing building. The plan also reflects the survey’s many written comments wanting to ensure that the postponed renovations would not “fall off the table.” And it reflects the creative optimism that generated some 50 thoughts about ways to close the gap between the current cost estimates and the current forecasted funding available.

The plan has four elements, with related timeframes. Itemized explanations follow the chart.

	The Four Elements	Jan-Dec 2019	Jan-Dec 2020	Jan-Dec 2021	Beyond
1	FINANCING STRATEGY			(tbd)	(tbd)
2	NEW BUILDING				
3	FIX-UPS TO EXISTING SPACE				
4	SUBSEQUENT RENOVATONS			(tbd)	(tbd)

1. Follow multi-faceted FINANCING STRATEGY for closing the gap between the estimated \$1.3M construction cost and the currently forecasted capital fund availability of \$1.1M, without compromise to fundamental space requirements, or principles, or operating budget vitality (See separate work-in-process paper for more details).
 - Explore potential sources to augment the capital fund; coordinate complementary financial strategies to close the gap. *[Nov 2018 – Jan 2019]*
 - Get congregational vote authorizing construction loan to cover contractor payments beyond the capital fund amount that will have accumulated by the time those payments are due. *[Jan 13, 2019]*
 - Negotiate construction loan for the amount that will be due to contractor in the course of the construction period, beyond the pledged amounts we expect to have come in to the capital fund by those due dates. Include a provision to convert the remaining debt balance, if any, beyond the end of that period to a longer-term loan. *[Mar-Jun 2019]*
 - Pay down any longer-term debt balance remaining from the construction loan as quickly as further pledge payments or other funds are received. *[Jun 2021-tbd]*

2. Move ahead with contractual commitments for constructing the NEW BUILDING.
 - Develop final technical design and detailed engineering plans based on refined conceptual design; pursue negotiations with construction professionals and town officials committing to June 9, 2019 ground-breaking. *[Jan-May 2019]*
 - Undertake contracted construction and clean-up *[Jun 2019 - May 2020]*
 - Since the essential lower-level renovations to remove old plumbing and replace old electric panel will also be contracted, try to get that part done early in coordination with the steps in Element 3 *[Jun-Aug 2019]*
 - Finish and furnish the new space. *[Jun-Aug 2020]*

3. Depend on the experienced Buildings & Grounds Team to organize and manage groups of volunteers who'll apply their time and talents to FIX UP EXISTING SPACE usable for our program purposes following the tenant preschool's departure. Ultimate scope and timeframe will depend on support of volunteers.
 - Scope: Potential scope includes removing unwanted remnants of the preschool, cleaning, painting, and improving the lighting in the upper and lower level classrooms and auxiliary spaces in the south end of the Jones Building; reconfiguring the music office and closet next to the Straley Room; and preparing miscellaneous spaces usable for storage.
 - Budget: Necessary supplies will be paid from the operating funds allocated for maintenance.
 - Timeframe: Fix-up work will occur after the preschool's May 2019 departure. With sufficient volunteer participation, this work could be done over the summer, with move-in projected in time for fall start-up. *[Jun-Sep 2019]*

4. Pursue SUBSEQUENT RENOVATIONS under the aegis of the Buildings & Grounds Team, which will schedule, contract, and manage particular renovation projects as priorities dictate year-by-year, and as available resources allow.
 - Scope: the "Building on Our Legacy" list of priority renovations, based on congregational input, included the kitchen, the Commons bathrooms, and the acoustics, heating and air conditioning, and electrical system in the existing Jones Building. Subsequent inputs have confirmed these as priority interests. However, other priorities may emerge to be considered when the time comes, so the scope remains flexible.
 - Budget: Smaller renovations may be affordable within the operating funds allocated for maintenance in upcoming fiscal years. Larger renovations will likely depend on targeted fundraising.
 - Timeframe: After the new building is completed, timing for particular renovation projects will depend upon Congregational priorities and interest in helping, and upon available funds beyond those required for repairs and maintenance issues.

Summary of Results from Congregational Survey about the Building Project October 2018

Recently, 105 church members and associates responded to the Board's request for feedback about the evolving strategy for space to meet the space expansion and renovation requirements that had been defined with congregational input over the past several years. The key survey results were as follows:

- Almost everybody (96%) said they sufficiently understood the rising construction cost factors that led to a funding gap of approximately \$200,000. Only 3 people said they'd like more information.
- A large majority (89%) described themselves as either enthusiastic or generally supportive of the recommended strategy of making the project affordable by postponing all but a few essential renovations to our existing space. Most of the rest checked the neutral/undecided box. Four checked the "Have Concerns" box.
- A similarly large majority (83%) described themselves as either excited or positive about the conceptual design of the new building. Most of the rest checked the neutral/undecided box. Five checked the "Have Concerns" box.


Of the 105 respondents, 58 offered 165 additional written comments. Seventeen people commended the Task Force's work and/or expressed optimism and eagerness to see the project results, several despite "disappointment" about postponing renovations. Fifty people offered comments about ways to close the funding gap. Eighteen people expressed a variety of negative or anxious comments concerning:

- the timing and costs of moving ahead with the project, including some who worry that a budget shortfall might end up compromising construction quality or ecological principles (10 comments)
- specific details of the new construction, addressing bathrooms, the lift, the stairs, and the porch (9 comments);
- the postponement of larger renovations, including inquiries about exactly what is being postponed (6 comments), skepticism that the renovations will actually happen unless we follow a well-organized plan reflecting our priorities (4 comments), and concerns about the prospects for specific renovation improvements to existing spaces (kitchen, storage, acoustics, corridors, stairways, and classrooms) (21 comments);
- the feasibility of accomplishing near-term, fix-up projects with teams of volunteers (7 comments); and
- various miscellaneous issues.

All of the inputs are being considered by the Task Force and the Board as they further develop a proposal for moving forward.

November 1, 2018

Jenny Warnasch
~~Chairperson~~ *President*
Community Church of Chapel Hill
Unitarian Universalist Board
106 Purefoy Road
Chapel Hill, North Carolina 27514



Jenny Warnasch, Chairperson
Board of Trustees
Community Church of Chapel Hill,
Unitarian Universalist

Dear Jenny:

11-1-2018

11/3/2018

Date

This Letter of Agreement between the Community Church of Chapel Hill Unitarian Universalist Board and the Church's Endowment Committee lays out the terms and conditions for the creation of a guaranteed line of credit from the Endowment Fund for the Manse sewer project.

Purpose

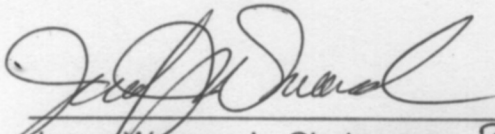
This line of credit applies solely to the sewer project and is being established so that the church may stay within the policies that govern its Operating and Maintenance Reserve funds while paying for a sewer line to be laid from the Manse to the City's sewer system.

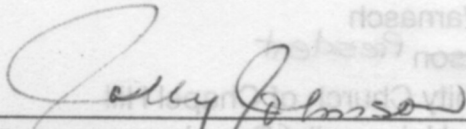
At any time before July 1, 2020, the Church Board may draw on funds not to exceed a total of \$40,000 from the Endowment Funds, specifically under circumstances where the Maintenance Reserve and Operations budget has become insufficient to cover further unanticipated maintenance expenses. The Endowment Committee will deliver funds within two weeks of this request, allowing time for withdrawal of funds from the UUA account.

Any draw will be considered a loan having a five-year payback period, with extensions of the loan period subject to agreement of both parties. The annual interest rate will be set at the time of the draw to be equal to the average rate of return of the UUCEF fund over the previous 12-month period. Payments will be on an amortized basis, with no penalties for early payoffs.

Should the Board be unable to repay those funds within the five-year period, the issue shall be brought to the congregation for a vote as to whether the Board should be absolved from repaying all or part of the loan, or whether some alternative repayment plan should be implemented.

By signing below, the leadership of both bodies agrees to the terms above.


 Jenny Warnasch, ~~Chairperson~~ President
 Board of Trustees
 Community Church of Chapel Hill,
 Unitarian Universalist


 Polly Johnson, Chairperson
 Endowment Fund Committee
 Community Church of Chapel Hill
 Unitarian Universalist

11/2/2018
 Date

11-1-2018
 Date

Purpose
 This line of credit applies solely to the sewer project and is being established so that the church may stay within the policies that govern its Operating and Maintenance Reserve funds while paying for a sewer line to be laid from the Mansse to the City's sewer system.

At any time before July 1, 2020, the Church Board may draw on funds not to exceed a total of \$40,000 from the Endowment Funds, specifically under circumstances where the Maintenance Reserve and Operations budget has become insufficient to cover further unanticipated maintenance expenses. The Endowment Committee will deliver funds within two weeks of this request, allowing time for withdrawal of funds from the UUA account.

Any draw will be considered a loan having a five-year payback period, with extensions of the loan period subject to agreement of both parties. The annual interest rate will be set at the time of the draw to be equal to the average rate of return of the UUCEF fund over the previous 12-month period. Payments will be on an amortized basis, with no penalties for early payoffs.

Should the Board be unable to repay those funds within the five-year period, the issue shall be brought to the congregation for a vote as to whether the Board should be absolved from repaying all or part of the loan, or whether some alternative repayment plan should be implemented.

By signing below, the leadership of both bodies agrees to the terms above.