

**Community Church of Chapel Hill Unitarian Universalist
Board Meeting Minutes
December 8, 2015**

Attending:	Cathy Cole	Mary Hulett	Peter Bird
	Ginger Long	Mike Vann	Dan Hill
	Kathy Hodges	Bill Poteat	Bill Rote
Ex Officio:	Thom Belote	Laurence Kirsch	Richard Edwards
Guests:	Maura Holt-Ling	Katie Heineman	John Ballantyne

1. Welcome

- a. **Chalice Lighting/Reading** – Mary Hulett opened the Board Meeting with a reading from Jewish Voices for Peace.
- b. **Sharing** --

2. Consent Agenda

- a. **December Agenda** – Cathy requested a change to the agenda previously submitted.
Cathy Cole made a motion to approve the agenda as amended.
Peter Bird seconded the motion.
All in favor with none opposing.
- b. **November Minutes** –
Bill Poteat made a motion to approve the November minutes as amended.
Bill Rote seconded the motion.
All in favor with none opposing.

- 3. Minister's Report** – Reviewed the Minister's Report provided in advance of the meeting. Discussed contracts for \$9,000 of roof work to address several leaks and access to the roof. Brad Kosiba is negotiating the contract arrangements. Also highlighted an increase in youth and young adult participation in church activities.

- 4. Staff Gifts** – Plants will be purchased for each of the staff to be presented at the December 20th service (first and second). Cards are being signed by each of the Board Members.

- 5. Board Retreat** – The Board Retreat is scheduled for the weekend of January 8th (7 pm – 9 pm); and Saturday the 9th (9 am – 2 pm); in the Kirby Room. The regular board meeting will be scheduled for the following Tuesday. On Saturday, lunch will not be catered; participants are encouraged to bring their lunch.

- 6. Memorial Rock Update** – Declaration of Easement was submitted via email to Board Members in advance of the meeting. Discussed the legal power of the easement in terms of dedicating the property for a specific purpose.

7. **Stewardship Update/Mark Ewart Contract** – Cathy Cole shared that she has signed the contract for the first \$1000 of work (Andrea has a copy). On November 12th, 2015, Cathy, by email, moved that we authorize Thom to fund the additional \$4,000 to pay Mark Ewert for consulting work in the following way:
- \$1,600 additional pledge not previously committed;
 - \$900 from Denomination Connections AKA GA travel funds;
 - \$750 from Board funds;
 - \$750 from vacant Facilities Manager position.
- Bill Poteat seconded the motion.
The motion passed with six members voting yes, one abstention, two not responding.
8. **CHCP Task Force --**
- a. **Amended Charter** – The charter was amended on-line to state that Kathy Farinola will provide communication support but will not be a member of the Task Force. For clarity, Cathy changed the charter in the minutes to the amended version.
 - b. **Update** – two meetings have been held to develop the framework for the presentation at the town halls. Specific details have yet to be worked out, but looking to January at the earliest.
9. **Annual Vision on Ministry** – Thom Belote provided copies of the Annual Vision on Ministry for review and discussion. The draft was developed in cooperation with the Strategy Management Team, including Pete Bird. The Vision has an “internal” goal (Space Expansion) and an “external” goal (Racial Justice) for the coming year. Discussed the need for the Space Expansion goal to be expressed in terms oriented toward a congregational audience, not toward the Board’s implementation steps. Also discussed whether the Racial Justice goal was broad enough to include concerns of religious justice, and whether religious justice would warrant its own area of the vision statement, based upon current events. Also discussed issues related to scope of concern—national versus state versus community. Discussed follow up from issues of last year’s Vision on Ministry and how that continuity would be supported in areas such as leadership development. All Board Members contributed ideas to the discussion for input to the Strategic Management Team. Discussion closed on process for refining and developing the statement and communication with the congregation going forward on progress from last year’s statement and the statement for the coming year.

Mary Hulett made a motion that the Board go into closed session.

Mike Vann seconded the motion.

Mary Hulett amended the motion to allow guests in attendance to participate in closed session.

All in favor with none opposed.

The Board went into Closed Session.

10. Negotiating Team Update (Closed Session) Were these really closed sessions?–
Discussed matters related to the church's potential partnership with the Preschool in expanding the church's space.

11. Space Team Final Report (Closed Session) – Discussed the Space Exploration Team's findings concerning the church's space needs, ways of meeting those needs, and the costs of meeting those needs.

The Board came out of Closed Session.

12. Review and Assessment of the Board's Year – Cathy led the group in evaluation and discussion of review of the Church's and the Board's activities and engagement over the past year. Board engagement has been high with a number of accomplishments over the past twelve months and a great deal of work on the policies of the church. Areas for improvement included detail in record keeping; more attention given to the Human Resources Committee; and continuing to improve our efforts to communicate with the congregation and the public. Group discussion centered around congregational communication; website organization; and concern around level of connection between the Board and the congregation. Thanked members who are stepping down from the Board as of this meeting; and to Cathy Cole for her leadership over the past year. The full list of comments are as follows.

- Excellent Board member participation: one-by-one polling for controversial issues
- Changed duties of Board member of the month
- Set up and followed a timeline for the Annual Vision of Ministry
- Space Exploration Team activities added to website for congregation
- Stewardship drive went online and was completed within one month
- Bylaws revisions approved at Congregational Meeting: clarified many issues and improved BoT election by establishing a timeline fixed to dates
- Nominating Committee started early and stayed on timeline – excellent work
- Staff salaries increased by 3%
- Paving: back lot; entrance approach and sidewalks
- Mortgage modification saving us ~\$2500 per year
- Annual review of the minister by the CoM
- Hired stewardship consultant to give us overview; contracted him to continue by working on our annual pledge drive
- Review of governance by policy by Susan McDaniel, Susan Spalt, and Barb Chapman
- Massive policy book changes, some editorial, some clarifying, some changing, some setting up new policies: Maintenance and Contracts
- Formalized task forces: Negotiating Team, CHCP Town Halls

13. Closing --

- a. Process Observations** – None noted.
- b. Actions Items** – None noted.
- c. Closing Words** – Mary Hulett closed the meeting with a reading.