

**Community Church of Chapel Hill Unitarian Universalist
Board Meeting Minutes
January 12, 2016**

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

1. Welcome

- a. **Chalice Lighting/Reading** – Bill Poteat opened the meeting with a reading from Eleanor Roosevelt.
- b. **Sharing**

2. Consent Agenda

- a. **January Agenda** – Cathy made a motion to approve the agenda as presented. Katie Heinemann seconded the motion. All in favor with no one opposed.
- b. **December Minutes** – All comments from the meeting were incorporated via email and distributed prior to the meeting. John Ballantyne made a motion to approve the minutes as presented. Kathy Hodges seconded the motion. All in favor with none opposed.

3. Minister's Report – Thom Belote presented the Minister's Report which had been provided prior to the meeting. Report is attached to these minutes. Request for a full balance sheet—we are on par with last year, approximately \$700 ahead of where we were last year at this time.

4. New Business –

- a. **Board Member at Large** – Bill nominated Kathy Hodges to serve. Bill Poteat made a motion to approve Kathy's nomination. Cathy seconded the motion. All in favor with none opposing.
- b. **Secretary** – Richard Edwards will serve again as secretary for the coming year. All in favor with none opposing.
- c. **Treasurer** – Laurence Kirsch has agreed to be the treasurer again this year, with hopes of finding a replacement for the next year. Bill made a motion to accept Laurence as Treasurer. Bill Rote seconded the motion. All in favor with none opposing.
- d. **Assistant Treasurer** – there is no Assistant Treasurer nominated at this time.

5. Board Committee Vacancies

- a. **Strategy Management** -- Cathy Cole moved that we accept Sarah Verbiest; Peter Bird; and John Ballantyne as members of the Strategy Management Team.
Bill Poteat seconded the motion.
All in favor with none opposing.
- b. **HR Committee** – Bill Poteat moved that we accept Mary Beth Powell as chair, who will take the lead on recruiting additional members.
Kathy Hodges seconded the motion.
All in favor with none opposing.
- c. **Stewardship** – Mike Vann; Becky Waibel; Dorothy Hammett; Tracy Kuhlman and Maureen O’Rourke (Chair) have agreed to serve on the stewardship committee.
Bill Poteat made a motion to accept these committee members.
Bill Rote seconded the motion.
All in favor with none opposing.
- d. **Governance Committee** – Brian Sexton; Kathy Hodges; and John Ballantyne.
Bill Poteat made a motion to approve the nominees.
Katie Heinemann seconded the motion.
All in favor with none opposing.
- e. **Finance Committee** – Dan Hill is the Chair, and Mike Vann and Laurence Hirsch will continue to serve, along with Ginger Long, Larry Ross, Brad Kosiba, and Scott Provan.
Bill Poteat made a motion to approve the nominees.
Katie Heinemann seconded the motion.
All in favor with none opposing.

6. Board Activities– the following activities of the Board do not require Board approval.

- a. **Annual Budget Drive: All Board Members**
- b. **Development (Financial)** – Katie Heinemann
- c. **UUA Relations/GA Study Items** – Bill Rote
- d. **Congregational Communication** – Bill Poteat and Bryan Sexton
- e. **Developing Leadership** – Bill Poteat **Legal** – Alyson Grine has agreed to advise the Board on legal matters.

7. Status of Annual Budget Drive – (Cathy Cole reported) Plan is to begin the drive at the end of February. Under Mark Ewart’s guidance, we are trying to have more face to face conversations—similar to a cottage meeting format. We are still contacting people who would be willing to help with this part of the effort. Training will be provided in advance on leading the discussions. Discussed importance of pledging as Board Members. Provided an overview of the training that would be provided to encourage increased giving over the current/past years. Conversations will be much more in depth than in the past regarding how pledge amounts are determined. All of the cottage meetings will happen within a two week period, including meetings at private homes and at the church. Guidance from the consultant has, in discussion, been very specific and

helpful. Bill Poteat shared that Mark will be available to the Board to provide consultation on fundraising, capital campaigns on the Sunday he is in town.

8. Continuation from the Retreat

- a. Board Covenant** – Provided copy of the current Board Covenant with revisions to read as follows:

We will treat each other with respect. We will abide by the Congregational Covenant adopted for our church. We pledge to the congregation to fulfill our duties as required by Section 1.2 of the Board Policy Book.

Discussed the intent of the covenant as an opportunity to highlight desired Board Member engagement, without trying to name specific behaviors. Discussed whether business of upcoming year might suggest something to add.

Cathy made a motion to accept as written;

Bill Rote seconded.

All in favor with none opposing.

- b. Core Values** – The Bylaws require that the Board determine and publish the core values of all church leadership. Discussed use of the Seven Principles.

We look to the Seven Principles to articulate the values we hold as a congregation.

9. Space Expansion/Renovation Board Discussion –

Cathy Cole made a motion to go into closed session.

Bill Rote seconded the motion.

All in favor with none opposed.

The Board went into closed session to discuss the offer relative to space expansion made by the Chapel Hill Cooperative Preschool.

The Board came out of closed session with the following motion.

Cathy Cole made a motion that the Negotiating Team go back to the Chapel Hill Cooperative Preschool to get their best and final offer by 5pm on January 22, 2016.

Kathy Hodges seconded the motion.

All in favor with none opposed.

10. Annual Vision on Ministry – Reviewed the Annual Vision for Ministry that was produced in a joint effort between the Strategy Management Team and Thom Belote. Bill Poteat made a motion that the Annual Vision for Ministry statement be approved as presented with a single amendment.

Katie Heinemann seconded the motion.

All in favor with none opposing.

The approved Annual Vision of Ministry is attached to these minutes

11. Budget Supporting – Discussed Minister’s priorities regarding the next year’s budget depending upon budget/fundraising contingencies.

12. Closing

- a. Process Observations** – Thom will be the Board member of the month in February. Meeting was relaxed, but with all members engaged.
- b. Action Items** –
 - i. We are going to review whether the Seven Principles are referenced on the website and review whether the Seven Principles should be published as guiding values on the Board page of the website.
 - ii. Negotiating Committee will contact the Chapel Hill Cooperative Preschool about making their best and final offer, based upon the motion above.
 - iii. Bill Poteat will continue discussions with Mark Ewart about other subjects to be covered during his visit.
- c. Closing Words**
Bill Poteat made a motion to adjourn the meeting.
Katie Heinemann seconded the motion.
All in favor. Meeting was adjourned at 8:41pm.

Minster's Board Report For 1/12/16

Items of Interest to the Board

- I preached and led worship on 12/20, 1/3, and 1/10. I also led two services on Christmas Eve.
- Thanks to Andrea's diligent work, a mid-year financial report was produced. Through December 31, 2015 our income exceeds our expenses by \$38,000.
- I taught a small, but well-received SEA course on "Blue Holidays."
- I am currently in the middle of teaching an Exploring Membership class. 13 attended the first session and 18 will attend the second session.
- Many meetings with ministry teams and committees I support, including: Committee on Ministry, Worship, Caring Ministry, Membership chair, Sanctuary for Dialogue, Stewardship, and more.
- Collaborated with Andrea to create two proposed budgets for 2016-2017. Revised Annual Vision of Ministry. Wrote budget narratives. Attended Board retreat.
- Anne and I attended a delightful and delicious Peruvian dinner (purchased at the Auction) at the home of Dave Salman and Nancy Mayer.

Looking Ahead

- Beginning January 21 I will be (co-)leading a Spiritual Education for Adults class on Leadership. It will be a six-week course running through the end of February. The class will be based on the UUA curriculum "Harvest the Power."
<http://www.uua.org/re/tapestry/adults/harvest> I am hoping to co-lead each session along with a lay leader in the congregation. Let me know if you would be willing to co-lead a session with me!

Annual Vision for Ministry

FY 2017 (July 1, 2016-June 30, 2017)

***** DRAFT *****

Note: The following two vision areas were chosen collaboratively by the Strategic Management Team and Rev. Thom Belote.

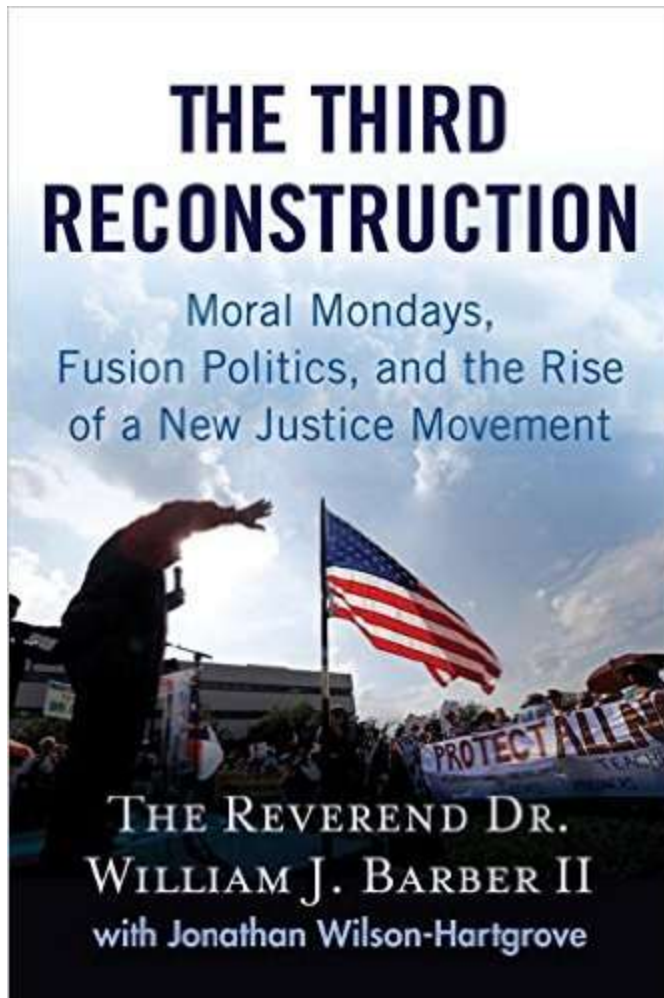
Vision Area #1: Space Expansion

All aspects of our mission – nurturing spiritual growth, supporting and caring for one another, and effecting change through our love of the world – require spacious, functional, appealing, and accessible meeting space for classes and groups as well as space for special events. As participation in our multitude of programs and activities continues to grow, we have stretched our space needs beyond capacity. We will embrace and support efforts to increase our physical space in order to fulfill our mission.

Vision Area #2: Racial Justice

Inspired by our church's history and responding to the demands of the present, our vision of ministry is to be active, credible, and responsible partners in the work of racial justice in our community and across our state. For us to do this, we will prepare and educate our members about how to be credible and responsible partners in the work for racial justice; build relationships of solidarity and trust with those leading the way forward in our community and across our state; and actively participate in the effort to promote racial justice.

The struggle for racial justice in North Carolina has attracted the attention of the nation and our wider Unitarian Universalist movement. UUA President Peter Morales and Moderator Jim Key, along with other denominational officials, participated prominently in the voting rights march in Winston-Salem in July 2015. William Barber and the Moral Monday movement was the cover story of the fall 2015 UU World. The UUA's Beacon Press is publishing William Barber's book and our entire denomination is expected to be invited to read it together as our next Common Read.



BOARD MEMBER OF THE MONTH 2016

Responsible for:

snacks, opening and closing readings, process observation, action items and room set-up.

JANUARY	Bill Poteat
FEBRUARY	Thom Belote
MARCH	Bryan Sexton
APRIL	Bill Rote
MAY	Dan Hill
JUNE	Laurence Kirsch
JULY	no meeting
AUGUST	Mike Vann
SEPTEMBER	Katie Heineman
OCTOBER	John Ballantyne
NOVEMBER	Kathy Hodges
DECEMBER	Cathy Cole