

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

Attending:	Cathy Cole	Mary Hulett	Peter Bird
	Ginger Long	Mike Vann	Laurence Kirsch
	Kathy Hodges	Bill Poteat	Bill Rote
	Thom Belote	Dan Hill	Richard Edwards
Guests:	Joe Farinola	Mike Gilliom	Mary LeMay

1. Welcome

- a. **Chalice Lighting/Reading**—Peter opened the Board Meeting with a reading.
- b. **Guests from Nominating Committee**—Joe Farinola and Mike Gilliom joined the meeting as guests from the Nominating Committee
- c. **Sharing**

2. Consent Agenda

- a. **September Agenda**—
 - a. Mary moved that we accept the agenda as presented.
 - b. Pete seconded the motion.
 - c. All in favor with none opposing
- b. **August Minutes**
 - a. Reviewed the August minutes. Cathy noted that some changes were made via email.
 - b. Bill Poteat made a motion to approve the minutes as presented.
 - c. Bill Rote seconded the motion.
 - d. All in favor with none opposing

- 3. Stewardship Consultant Weekend**—reviewed plans for this weekend’s stewardship planning workshop with Mark Ewart who will be facilitating discussions with Board Members, Church Committees and members of the congregation to develop a plan to enhance our annual stewardship campaign. He will be attending the services on Sunday to introduce himself to the congregation, and then the Board will convene at 12:30pm to hear his initial findings and impressions.

- 4. Minister’s Report**—Thom shared the Minister’s Report via email and reviewed the contents in the meeting. We continue to add members ahead of last year’s pace, and there will be a New Membership Sunday on September 27th. A reception for new members will follow; Board Members are invited to attend.

5. Committee on Ministry/Minister’s Review by Congregation

- a. **Survey Evaluation** – reviewed with Mary LeMay the survey that was developed, based upon the August Board Meeting discussion on the Minister’s Evaluation. Board Members were supplied a copy in advance. Reviewed questions in comparison to evaluation conducted in 2011, in terms of specificity, as well as

historical context to compare inventory item results within somewhat of a historical context. Also discussed the requirement for survey respondents to identify themselves as a prerequisite to completing the survey and having one's comments considered in the evaluation. Responses will be confidential within the committee on ministry—however, it was also recommended that the CoM have discretion as to whether to share individual comments. Also discussed the disposition of the source survey data—no decision was made by the CoM on how long to maintain the data—this will be left to the discretion of the Committee on Ministry.

Specific changes requested included consideration for reviewing questions from the 2011 to see if those would be helpful.

Mary Hulett moved that Cathy will forward the 2011 survey with input to consider adding more detail in the manner of the 2011 survey, but that no further review by the Board is required.

Dan Hill seconded the motion.

All in favor with none opposed.

6. New Members Committee on Ministry (Closed Session)

The Board went into Closed Session.

The Board came out of Closed Session.

Cathy made a motion that Lilie Bonzani's membership on the Committee on Ministry be extended for one year (through June 30, 2016), and that Melva Okun and John Leopold be appointed for three years (through June 30, 2018).

Mary Hulett seconded the motion.

All in favor with none opposed.

7. Financial Issues

- a. **Offer to Purchase Property**—a real estate agent contacted the church office making an offer to purchase part of the church's property. Thom communicated with the Executive Committee, which recommended that a written proposal be provided by this agent to the church. As of today, no written proposal has been submitted. Discussed whether it would be prudent to have the property appraised, irrespective of this inquiry.
- b. **Loan Modification**—Laurence said that our recent mortgage refinancing reduced our true interest rate from 5.23% to 4.37%, which will save us \$14,063 over the remaining life of the loan. This will reduce our mortgage payments by \$2,180 in the present fiscal year and by \$2,616 in each of the two subsequent fiscal years. Furthermore, our possible financing for an expansion is not prejudiced by this latest refinancing. Our present mortgage balance is \$518,394.
- c. **Draft Treasurer's Report FY14-15**—we continue to underspend our budget—we were under budget for FY14-15, in keeping with Thom's report that we would finish the year with approximately \$30,000 of surplus Operating Reserves.

Discussed line items where we exceeded revenue and/or underspent by \$1,000 or more. Board thanked Laurence for the report—will continue to provide feedback. Final version should be published next week online for the congregation to review.

- d. **Budget FY15-16**—Thom had sent the budget in advance of the meeting. Highlighted three line items that changed in the budget. Discussed those line items and the amount associated with each. Ginger, as Chair of the Finance Committee, spoke on that committee’s work in reviewing and approving the budget.

Ginger made a motion to accept the budget that Thom presented.

Bill R. seconded the motion.

Discussed that there are roughly \$19,000 in Maintenance Reserves available for this fiscal year, and how that would match up with the needs for this fiscal year. Thom has been in close communication with Brad Kosiba, who has assured him that the amount that is available is in line with planned improvements, which will focus on safety issues such as would be addressed by improved lighting in the courtyard, for which we do not have a current estimate. Discussed need for ongoing Maintenance Reserves in the coming years.

No further discussion.

All voted in favor with none opposing.

The Board went into Closed Session.

8. Space Expansion Issues

- a. **Executive Committee Request for Lease Extension** – Mary and the Negotiating Team will update the draft lease extension, and the Board will vote via Internet next week.
- b. **Negotiations with Preschool**
- c. **Town Halls for September** – Because of progress being slower than anticipated, Town Halls will not be held in September.

The Board came out of Closed Session.

9. Closing