**Community Church of Chapel Hill Unitarian Universalist**

**Board Meeting Minutes**

**August 12, 2014**

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| **Attending:** | Mary Hulett | Peter Bird | Thom Belote |
|  | Ginger Long | Mike Vann | Becky Waibel |
|  | Cathy Cole | Laurence Kirsch | Elsbeth van Tongeren |
|  | Dave Klibanow | Richard Edwards | ~~Andrew Hennessy-Strahs~~ |
| **Guests:** | Tifani Hencke |  |  |

1. **Welcome**

Elsbeth van Tongeren opened the Board meeting with a reading.

1. **Announcements**

* The Board welcomed Rev. Thom Belote to his first meeting with The Community Church Board.
* The Board also noted the new church times, beginning September 7th: 9:00am for the first service, and 10:45am for the second service.
* There is a Board Retreat on Friday, September 12th and Saturday, September 13th to support the Ministerial Startup. A facilitator, Kathy McGowan, will be brought in to support the process.
* Dave Klibanow noted that Kathy Hodges is interested in starting a Transitions Group to support young adults out of high school who are no longer involved in the Religious Education program, but are seeking a tie-in with the church outside of standard worship. Dave asked for interested volunteers to contact him or Kathy Hodges.

1. **Consent Agenda**

The Endowment Committee Minutes were received and accepted.

Vote on El Centro Hispano Fundraiser—the Board voted via email to charge only a fee for the cost of cleanup after the fundraiser. There were no objections to the email vote.

1. **Review of July Minutes**

The minutes from the July meeting were reviewed.

Becky made a motion to approve the minutes.

Dave seconded the motion.

Elsbeth van Tongeren recommended change in July minutes, section 7.a.2, to revise statement to: *To support the Quakers’ efforts to establish, through commitment of financial resources, an underground railroad in Uganda for the safety and safe emigration of persons who are homosexual.*

All in favor of revised minutes with none opposed.

1. **Old Business**
   1. **Healthy Communications—**Becky Waibel updated the group on the Healthy Communications table. Discussed reducing presence of tabling from every week to once or twice per month. Discussed topics that have been shared at recent sessions and benefit/utility of being available on a regular basis. No changes in the frequency of tabling are recommended at this time—each Board Member will be asked to volunteer 1x/month on average.
   2. **Committee on Ministry—**Cathy Cole noted that there are supposed to be six members on this Committee. We have one returning nominee, Lilie Bonzani; three from the Search Committee, Ivy Brezina, Mary Lemay, Jenny Warnasch; and two additional committee nominees, Eric Lieth and Joan Garnett, the latter nomination pending her final decision to accept.

Cathy Cole made a motion to approve all the nominees to the Committee on Ministry.

Dave Klibanow seconded

All in favor with none opposed.

* 1. **Nominating Committee—**Josh Socolar, Kathy Hodges are returning, and Kathy Putnam and Tifani Hencke are new nominees to the committee. Kathy Hodges will serve a chair.

Peter Bird made a motion to approve the new nominees for the Nominating Committee.

Mike seconded the motion.

All in favor with none opposed.

* 1. **Nominating Process Discussion—**Laurence noted ambiguities in the Bylaws concerning Board elections, particularly including the Bylaws’ lack of any mention of the duration of Board members’ terms of service. Mary raised a question regarding whether the number of nominees needs to exceed the number of open Board positions. The conclusions of the ensuing discussion were: a) the Nominating Committee will seek a number of nominees at least equal to the number of open Board positions (four this year), but need not seek more than that number; b) three of the newly elected Board members will serve three-year terms while one will serve a two-year term, thus fostering the Bylaws’ intention of electing three candidates to three-year terms in each annual election; and c) candidates will be separated, by their own choice before the election, into those seeking a three-year term and those seeking a two-year term.

* 1. **Stewardship—**No volunteers have been identified to head up the Stewardship Committee. Board discussed the importance and varied roles of the Stewardship Committee and whether the Board needs to take a larger role in overseeing the Stewardship process, with the involvement of multiple leaders, versus a single leader. Mary recommended that the Executive Committee meet with Thom and Paige Smith to explore the multiple-leader team-based approach.
  2. **Report on President’s Convocation—**Cathy Cole reported on her trip to the Convocation in Richmond, Virginia, which was well-represented by UU congregations across the region. Focus was on growth of congregations in terms of size as well as programmatic development. Discussed concerns around our website as a portal of entry—this effort is being spearheaded by the Communications Committee. Also asked—as a means of engaging a more diverse congregant population—do we need to broaden our service offerings? Discussed how to leverage new relationships with similar-sized congregations to strategize around growth.

1. **New Business**
   1. **Contents of Minister’s Report—**discussed preferences for contents of Minister’s Report, now that Rev. Belote is on board with the church. Thom described his previous experiences with reports. Board Members provided suggestions on what would be most helpful to the Board in fulfilling its mission and role, without overburdening the Minister with administrative reporting duties. Also discussed whether the Minister’s Report should be a Consent Agenda item, versus a discussion item.
   2. **Finance Committee**
      1. **Final report on ministerial transition expenditures—**Laurence reported that we spent $10,000 less on the ministerial search process than expected. $6,500 of these funds will be available to spend on other expenses in the next fiscal year (FY2016). The remaining $3,500 will automatically be used to comply with the Board policies concerning Ministerial Transition Reserves, with which we would not have complied otherwise.
      2. **Preliminary report on financial results for FY2014—**Laurence reported positive news that FY2014 is turning out at least as well as expected. This means that our budget for FY2015 will not need to be amended for an adverse outcome for FY2014. The final report for FY2014 will become available in September, after accrual of FY2014 pledges that were received in July and August.
      3. **Reinstatement of budget for the Fellowship Committee—**In light of the favorable outcome for FY2014, Mary made a motion to reinstate $1,000 for the Fellowship Committee to the budget.

Elsbeth seconded the motion.

Discussed whether this is the best use of $1,000 to the church’s budget. By way of context, $3,000 for a new website was also cut from this year’s budget. However, we are not ready to implement the new website at this time without additional time to prepare.

All in favor with none opposed.

* + 1. **Overview of the Ten-Year Budget Forecast Model—**Laurence has developed a model to project our budget for the next ten years. Discussed which committees are best positioned to use this analysis to further their work. Suggested utilizing the Strategy Management Team and the Space Assessment Team as a starting point for discussions of the use of this model.
    2. **Plan for Considering a New Building—**Mary shared that listening sessions will be scheduled for September to hear from the congregation about needs for space. There is less immediate pressure for space from our internal RE program because the fall enrollment is splitting more evenly between the two Sunday services. The Space Assessment Team is collecting input on what the space needs are for the church.

1. **Closing**
   1. **Action Items**
      1. Thom and Mary will meet with Kathy McGowan prior to the Board Retreat, September 12th and 13th.
      2. Exec Comm will meet with Stewardship Committee: Mary will coordinate meeting.
   2. **Process Observation—**Tifani shared her process observations—that the meeting went smoothly; conversation was respectful; and that it ended largely on time.
   3. **Closing Words—**Elsbeth closed the meeting with a reading.