**Board Minutes, February 12, 2013**

Attending: Kari Andrade, Maj-Britt Johnson, Ginger Long, Elsbeth van Tongeren, Scott Provan, Mary Hulett, Becky Waibel, Andrew Hennessy-Strahs, Eleanor Armstrong, Dave Klibanow, Sally Freeman

Guests: (Stewardship) Paige Smith, Bill Poteat

**Welcome**

Becky lit the chalice at 7:15.

Opening: Andrew is board member of the month and did a reading on the now from *Buddha in Blue Jeans*.

**Board Sharing & Announcements**

1. Elsbeth’s birthday

2. Board teams need to get goals to Becky.

**Consent Agenda**

Acceptance of January minutes and receipt of items were approved in a motion by Kari and second by Dave.

[**http://c3h.wikispaces.com/file/view/Board%20Minutes%20Jan2013.pdf/400775708/Board%20Minutes%20Jan2013.pdf**](http://c3h.wikispaces.com/file/view/Board%20Minutes%20Jan2013.pdf/400775708/Board%20Minutes%20Jan2013.pdf)

**Board Learning—Stewardship Team**

Paige gave general overview:

1. Year round stewardship – What is the difference between stewardship vs. pledge drive

2. Thought about “What do I get out of being a church member?”

3. Shorten the pledge drive

Stewardship – Reflect on where we are (March 10) a single service with service fair.

Six week period ends April 19 with a Friday close-out party for those who pledged. ... Coffee house, open mic party (guitar, poetry). ... Where we want to go and how we want to get there.

Part 1 – How do we get there

Part 2 – Board decides on pledge goal and rationale

Part 3 – Becky shares the goal with congregation on March 10

Bill gave overview of money:

1. Where we’ve been, where we are, where we’re going

2. Recommends giving a target, rather than multiple goal levels including a fallback

3. If we ask people to increase their pledge, we need to tell them why. Need to be careful/thoughtful in wording.

General discussion points:

* How do we explain/promote the cost of our ministerial searches?
	+ Think about objections. Equilibrium of losing a minister and finding a new one. People might think it should be cheaper not paying Maj-Britt.
	+ One way to educate people is to cite a reference, such as the UUA guideline. Also note the UUA process.
	+ The March 10 meeting will not include a budget, but the Board needs to know the costs for the ministerial searches in order to finalize a target goal and set priorities.
	+ The rough estimate is $36,000 for the full cost of two searches over the entire period, which overlaps three fiscal years.
* We need to recognize that different members of the congregation have different priorities. We want to identify other areas in the budget in addition to the ministerial search that we want to expand funding for:
	+ increasing the membership (including additional staff hours to support that)
	+ reinstate the Religious Education budget to previous level
	+ reinstate the music budget to previous level
* We need to explain how funding these items helps the congregation. For example, how increasing our funding for membership director is important so we can stay connected while we are in a transition period.
* We need to recognize that some people in the congregation think we are always concerned about money and asking for more.
* We need to emphasize the positive things we have been working on in our Vision.
* One proposal for the future is to have a three-year pledge plan—I will give $X this year, and plan to give $X next year and $X in year 3.
* Stewardship Committee will have a debrief after the pledge drive.
* The rough budget goal for next fiscal year supported by the Board is $460,000, to be discussed and detailed by budget committee at their February 27 meeting.

Action items:

1. Maj-Britt will add full transition costs into the stretch budget and create a balanced budget.

2. Budget committee will meet February 27. Mary will attend that meeting because she is directly affected as guiding the search process.

3. Board will staff the board table at the March 10 service fair.

**Business**

**1. Interim Minister Search Committee**

The current members (Mary Hulett and Frankie Price Stern) selected two additional members to complete the committee: Brian Pence and Dave Klibanow. Mary moved and Elsbeth seconded the acceptance of Brian and Dave to serve on the committee. The motion passed unanimously. The full interim search committee will attend the March board meeting. That will be the time for the Board to give the committee the specific information they will need to include on the selection form. It is the Board representing the congregation that selects the interim minister.

**2. ByLaws**

Make sure that you are using/referring to the most recent by-laws, which were emailed out to the Board. Problems arise if using obsolete version. Policies are easier to change than bylaws.

**3. Settled Minister Search**

Eleven people to date have agreed to be on the ballot for the settled minister search committee:

Maureen O’Rourke

Marni Goldshlag

Ivy Brezina

Jenny Warnasch

Brad Kosiba

Jean Masse

Tracy Kuhlman

Kathy Hodges

Selden Holt

Bob Weston

Mary LeMay

Applicants were told that as committee members they:

* must keep all information confidential
* need to try to attend every meeting
* should expect 400 hours

Further details or Board discussion points:

* Bios should get in by March 1.
* Bios will be emailed (or hard-mailed if no email) to everyone.
* Congregational Meeting (CM) is March 24. We have asked all applicants to be there. One applicant might miss the meeting because of a conflict.
* Mary suggests three different versions of ballots with varying order of slate so as not to disadvantage anyone. The ballots will be color-coded corresponding to ballot order for easy in tallying votes.
* People can be nominated at the floor. (Name automatically goes on ballot if they are present and agree. Same day floor applicants will be given a brief time to orally give their bio.) We should strongly encourage interested applicants to get on the ballot before the CM.
* When we send out the information to the congregation, we will give information on what makes a balanced committee.
* The point was made that when we ran bios before, there were a few people who were new who had not given a complete bio. To address this, it was noted that Mary wrote out a detailed list of what we are looking for and told applicants to address that in their bio.
* Marion asked if the Board could fund snacks for childcare during the CM.
* Everyone on the Board is needed to attend and help at the CM. Polly will be Parliamentarian.
* Mary met with Gayle Reudi and Andrea to go over the previous Settled Minister Search Committee’s expenses, detailing them by year to see when it would occur (Year 1, 2, 3). Interim committee search has costs, too (such as background check). Gayle noted that producing the settled minister search binders is intensive and should be done at Kinkos or similar business, not in the Church office.
* Question was raised on why District representative Ann Marie’s estimated costs seem lower than our actual costs last time. Mary noted moving costs were $7500 each last time and will have increased. There were a lot of little costs that might not have been expected. Ann Marie is new at this role and may have estimated on the low end for several of the items.

**4. Strategic Plan**

Kari presented an overview of the strategic plan.

* The congregation worked on the Vision last year – where we want to go. The strategic plan is a road map for how to get there.
* Some of the key items in the Vision included these:
	+ support for diversity
	+ increase membership
	+ expand space for Religious Education (RE)
* The Ministry and Management committee will be meeting with a district consultant (proposed for March 19) to review the strategic plan and make recommendations. The congregation will need to approve the strategic plan when completed.
* Kari provided a rough 1-page strategic plan summary to the Board included yearly objectives for key components.
* One of the items was building in funding for an associate minister. Chalice Lighters sometimes will support the funding.
* The strategic plan was based on average annual giving of $1250 per person in the congregation. (The average pledge unit/household is $1600 per year. New members average$500-$600 per year.)
* If a capital campaign is needed to fund the RE expansion, it should not be done in a down economy when many of our congregants are stretched.

Becky moved that the Board accept the 1-page summary of the strategic plan as a working document for the next 7 years and that the Board stands behind the work of the Ministry and Management committee. Ginger seconded. The motion passed with no objections and one abstention. (Kari who presented the strategic plan abstained).

**Process observation:**

1. Andrew did not initially understand the concept of working document.

**Action items:**

1. Maj-Britt will add full transition costs into the budget and create a balanced budget.

2. DK and BP approved as Interim Minister Search Committee members.

3. Bios will be sent to the committee by March 1.

4

5. Becky will forward to the Board Paige’s stewardship pledge sheet.

6. Becky will forward to the Board the last search committee’s budget.

7. Becky will email the Board the list of 11 names to date on settled minister search committee slate.

**Closing**

Andrew read the closing words on wonder from *Buddha in Blue Jeans*.

Adjourned 9:15 p.m.

Respectively submitted by

Sally Freeman