**Community Church of Chapel Hill Unitarian Universalist**

**Board Meeting Minutes**

**March 11, 2014**

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| **Attending:** | Mary Hulett | Peter Bird | Gary Kowalski |
|  | Ginger Long | Mike Vann |  |
|  | Cathy Cole | Laurence Kirsch | Elsbeth van Tongeren |
|  | Dave Klibanow | Richard Edwards | Andrew Hennessy-Strahs |
| **Guests:**  | Ivy Brezina | Bob Weston |  |

1. **Welcome**

Peter Bird, Board Member of the Month, opened the meeting with a reading.

1. **Announcements**

Gary Kowalski announced a new hire for the church. Jacqueline Brett will be starting March 23rd as the Director of Welcoming Ministries. She will be present at the church three Sundays per month to encompass her 15 hours.

1. **Consent Agenda**

The Board received the Council Minutes, and the minister’s report from Gary Kowalski.

Elsbeth Van Tongeren made a motion to approve receipt.

Mike Vann seconded the motion.

All in favor, with none opposing.

1. **Executive Committee Approval**

No items were submitted for Executive Committee approval.

1. **Review of February Minutes**

Reviewed February Minutes.

Peter Bird moved to approve the minutes as written.

Ginger Long seconded the motion.

All in favor, with none opposing.

1. **Old Business**
	1. Settled Minister Search Committee
		1. Negotiating Committee. Maggie Scarborough was put forward to join the Negotiating Committee.

Elsbeth Van Tongeren made a motion to approve the appointment.

Mike Vann seconded the motion.

All in favor, with none opposing.

* + 1. Cathy Cole made a motion to go into closed session.

Mary Hulett seconded.

All in favor with none opposing.

* + 1. Following discussion, returned to open session.
	1. Strategic Plan—the Strategic Planning document has been put into the Vision on Ministry format. At the last meeting, the Strategic Management Team discussed three key proposals:
		1. Putting a percentage of their annual budget towards training and development for persons involved in the stewardship campaign;
		2. Submitting a grant proposal to the grant committee for $4k to support communications strategy for next year. Suggestion was made to fund this out of the endowment funds rather than general operating funds (Endowment Fund application deadline is March 15th);
		3. Conducting a congregational survey around strategy and alignment, piggybacking on top of the upcoming Religious Education survey.
	2. Communications Committee—Andrew: committee is soliciting volunteers from the Board. Met on March 2nd. Discussed means for the congregation to hear compliments, concerns and complaints utilizing Board Members as representatives. Discussed setting up a table at services for this purpose. Eventually the Committee on Ministry will take over this function. Becky Waibel will initiate the table on March 16th at the stewardship festival after the service. Also careful to utilize the conflict resolution process as outlined, taking concerns from congregants in writing and communicate to appropriate party.
	3. UUA Relationship Committee—Cathy/Mike. Mike shared that this year’s general assembly will be 6/25-29 in Providence, RI. The theme this year will be “Love Reaches Out”. Discussed availability of scholarship funds. We are entitled to 8 delegates and 2 alternates. We have not, in years past, sent a full slate of delegates. Also, 2014 Annual Meeting for the SE District will be April 25th and 26th at the Raleigh UU Fellowship. We are allowed 7 delegates to the SE Regional Meeting.
	4. Auction Results—Gary. The Auction raised approximately $16k. Revenues of $10k were projected, so this was substantially above expectations. $1k of surplus is earmarked for education, and $5k is recommended to be set aside. Because of the timeline, we are not expecting a full auction in the next fiscal year, which would be a $10k reduction in actual revenue. The auction will be moved from spring to fall so that it does not occur during the stewardship campaign. Discussed doing a smaller version of the auction this coming fall to maintain the revenue stream, given its success.
	5. Stewardship Sunday—Mary/Dave. Will be this coming Sunday, March 16th. There is one service at 10:30, followed by a stewardship festival in the Jones Building. The Board will also have a table, and will need volunteers and materials to support the table.
1. **New Business**
	1. Governance policy amendments—*tabled.*
	2. Benevolence Committee Charter—discussion as to whether ministry procedures require Board approval. Currently, only the Benevolence Committee procedures require such approval per the Board policies. Since the Benevolence Committee is a Ministry, there is a question whether the Board needs to be involved. Discussed the changes to the Benevolence Fund Policy.
	3. Also will be discussing whether Stewardship falls under the Board or under the Minister. Board will review next time.
	4. Strategy Management Team Charter—Pete will review with SMT. Board did not review.
2. **Closing**
	1. Action Items—Mike
3. Hold Tuesday April 1 in reserve for a possible Board meeting to consider and/or approve the terms of the Letter of Call with a potential Ministerial candidate.
4. We will have a conference call on Saturday April 5 at 4pm to approve the final letter of call for the Ministerial Candidate.
5. We are planning a potluck on Tuesday April 29 at 6pm to meet with the Candidate
6. We signed up to table after services beginning March 23 to listen to concerns or compliments the congregation may have. A conflict resolution process brochure will be provided, but we need to review this before tabling. Any concerns or compliments will be recorded in a book with each concern/compliment getting a separate page.
7. Gary suggested having a silent auction this fall instead of a services auction to raise some funds during the next church year. The services auction will then resume in fall 2015.
8. Dave and Mike will table at the Services Fair this Sunday.
9. In the interest of time, we shelved until the regular April Board meeting the discussion on the Benevolence Fund, whether stewardship is under the Minister or the Board, and a charter for the Strategy Management Team.
	1. Process Observations—Mike shared a positive review of the process, the open discussion, and appreciation of the Search Committee for their efforts and commitment.
	2. Closing Words—Peter closed the meeting at 8:56pm.