

The Community Church of Chapel Hill Unitarian Universalist  
 Board of Trustees Meeting Agenda  
 December 10, 2024  
 7:00 – 9:00 p.m.

MINUTES

Meeting Roster	
Members Present:	Mary Beth Powell (President), Glenn Davis (Past President), Dawn Carter (Vice President), Deborah Day (member), DeeDee Lavinder (member), Jay Johnson (member), Ellie Speh (member), Briton Bieze (member), Kevin Bastian (member)
Ex Officio:	Rev. Thom Belote (COS/Minister), Andrew Wright (Treasurer), Brian Pence (Secretary), Jenn Kapranov (Intern Minister), Chris Speh (Assistant Treasurer)
Insch Leadership Fellows:	Tobin Wright (Insch Fellow)
Guests:	Barb Chapman, Peter Hendee (member-elect), Dean Peterson (Vice President-elect), Bonnie Nelson (Stewardship Chair)
Absent:	

Item	Presenter	Time
Chalice lighting/Opening Reading	Thom Belote	7:00 - 7:05
Welcome and Check-in	Mary Beth Powell/all	7:05 – 7:20

<u>Consent Agenda</u>	Mary Beth Powell	7:20 – 7:25
Approval of Agenda		
Approval of November minutes		
Approval of Minister’s Report		

<u>Action Items</u>		
Approve Consent Agenda	All	7:25 – 7:30

**Motion to approve consent agenda moved by Deborah, seconded by Ellie. Motion carried.**

Challenge Grant for kast Ministerial Fund	All	after discussion
---	-----	------------------

**See below. Motion carried.**

Discussion and Planning

2025 Budget Updates	Andrew Wright/Rev. Thom	7:30 - 7:40
---------------------	-------------------------	-------------

**No update needed, no news.**

2025 Leadership Transitions – (Pres. Mary Beth to Dawn; Past Pres. Glenn Davis completing 3-year leadership role; Jay Johnson and Dee Dee Lavinder also completing board terms)	Mary Beth Powell	7:40 – 7:45
---	------------------	-------------

**Many thanks to our leadership and exiting board members!!**

New Board Member Orientation – Dates and Planning	Dawn Carter and Mary Beth Powell	7:45 – 7:55
---	----------------------------------	-------------

**Scheduling poll has been circulated. Plans in development. Most committee assignments have been completed. One more Board member needed on Finance, and Board liaison to pledge drive and day of service needed. Someone needed on Technology.**

- **Member of congregation has offered challenge to stimulate gifts to kast fund: Up to 20 gifts that are over \$1,000 will receive additional contribution from this individual.**
- **Challenge would run from January 1-March 30.**
- **Website would be needed. DeeDee happy to build web page if there is a content developer to partner with.**
- **Would fall under Stewardship. Important to coordinate communication with other stewardship activities, important not to create confusion in congregation. Within These Walls will be scheduled in January.**
- **Tile on giving page for kast fund with charlie's picture already exists so that is in place.**
- **Need pictures of charlie.**
- **Need application form for use of funds from kast fund.**
- **Staff comfortable with time frame to mount information on web.**
- **Barb volunteers to organize meeting to plan out communication, to include:**
  - **Bonnie**
  - **Heather**
  - **Barb**
  - **Glenn**
  - **Rev. Thom**
  - **Andrew**
  - **Mary Beth**
  - **Briton**

**Motion to accept fundraising challenge moved by Glenn, seconded by Briton. Motion carried.**

Nominating Committee appointments

**Nominating Committee terms start in January. Two openings. Bill Rote has volunteered. There are 2-3 additional names to be approached.**

**Motion to approve Bill Rote to Nominating Committee moved by Deborah, seconded by Ellie. Motion carried with one abstention.**

**Once additional candidate has been identified, email vote will be circulated for approval.**

Updates with Q&A

Endowment Committee Update

Glenn Davis/Charles Lee

8:10 – 8:20

- **Endowment Committee held discussion of whether to recommend to Board that undesignated gifts to church should be automatically put in Endowment Fund. Suggestion to postpone Board consideration of this recommendation until broader coordinating conversation around various funds has been held.**
- **Important to read Board Policy on Gifts to guide this discussion. Current policy arose out of a careful process.**
- **Rev Thom noted that the Gift Acceptance Policy was adopted under the advice of a stewardship consultant, Mark Ewert, to whom we paid a lot of money for his expertise and understanding of best practices. We shouldn't casually overturn a decision that previous boards reached after a considerable expenditure of time, energy, and money.**
- **Recommendation is tabled for the time being.**

Legacy Society Update

Glenn Davis

8:20 – 8:30

- **Proposal from Endowment to establish Legacy Society.**
- **Endowment Committee has engaged with some congregation members about providing testimonials about being members of the Legacy Society**
- **Important for this to be coordinated carefully with other Stewardship efforts and not done in isolation**
- **Is “Society” the right term? “Society” may be seen as restrictive, selective. “Circle” may be a more inclusive term.**
- **Recommendation that communication be made to Endowment Committee that testimonials not be published or circulated until coordination with other stewardship initiatives has been discussed**
  - **Glenn as Board liaison will communicate this to Endowment**

Legacy Committee Charter discussion

Dawn Carter

- Draft charter components circulated for discussion
- Joint effort of Governance and Stewardship
- To discuss and consider at this meeting
- Legacy Committee to have encompassing mandate around planned giving to church
- Would operate under Stewardship Committee
- Membership to be determined
- A good visual would help with communication efforts
- Next steps:
  - Next meeting of small group of Stewardship, Endowment and Governance – take into consideration this feedback, develop next draft

Manse Update

Glenn Davis

8:30 – 8:40

- Two meetings held. Review 2008 Manse plan. Think of uses.
- Possible new use not considered in 2008: Short term rental market.
  - To consider - Could lead to property tax obligation if used as source of business income.
- Next meeting in January: Facilities will join to discuss costs.
- Immigrant Justice to complete mini-strategic plan around use of Manse. Implications of incoming presidential administration.

Historical Documentation Project

Dee Dee Lavinder/Mary Beth Powell

deferred until 2025

Reflections and Meeting Evaluation

Group

8:40 - 8:50

**Annual reflection – Board Self Evaluation**

**Plus / Proud of**

- Carefully thinking through what to do with charlie kast gift – giving space for discernment and process
- Building momentum around planned giving
- Strategic Plan accomplished – process and product
- Creation of COS evaluation process, and more broadly work of HR committee and thoughtfulness about staff
- This room holds space for serious conversations positively and respectfully conducted, even in the face of disagreement

- **Focus on getting structure right – perhaps tedious but important**
- **Appreciation for how closed session was handled – care and intentionality**
- **Careful financial management**
- **Generosity of stewardship**
- **Active involvement of Board members in church life**
- **Camaraderie, good listening**

**Delta / Potential for Improvement**

- **Pending minutes from April not resolved**
- **Signage not yet resolved**
- **Recruitment for both ministries and committees. How to branch out beyond the people we know, to involve the whole congregation.**

Review of To-Do Items

Brian Pence

8:50 – 8:55

- **Governance, Stewardship and Endowment to meet to refine Legacy Committee proposal**
- **Glenn as Board liaison to Endowment will communicate Board’s direction to Endowment to wait on Legacy Society publicity**
- **Barb to organize meeting regarding kast fund kickoff and challenge grant next steps**

Chalice Extinguishing

Thom Belote

8:55- 9:00

Attachments:

Agenda December 10, 2024

Meeting Minutes November 12, 2024

Challenge Grant for the kast Ministerial Development Fund

Minister’s Report for November 2024