

**The Community Church of Chapel Hill Unitarian Universalist  
Board of Trustees Meeting Agenda  
March 14, 2023  
Location**

**MINUTES**

Attachments	
1	Agenda
2	Minister's Report
Meeting Roster	
<b>Members Present:</b>	Mary Beth Powell (Vice-President), Kevin Bastian (member), Jay Johnson (member), Ellie Speh (member), Joe Swain (member)
<b>Ex Officio:</b>	Rev. Thom Belote (COS/Minister), Andrew Wright (Treasurer), Chris Speh (Assistant Treasurer), Brian Pence (Secretary)
<b>Insch Leadership Fellows:</b>	Avis Lavinder
<b>Guests:</b>	Bonnie Nelson
<b>Absent:</b>	Glenn Davis (President), Barb Chapman (Past President), Merry-K Moss (member), Erin Gottschalk (Insch Fellow)

Item	Presenter	Time
<b>Chalice lighting/Opening Reading</b>	<b>Joe Swain</b>	<b>7:00-7:05</b>
Check-in	<b>Mary Beth Powell</b>	<b>7:05-7:15</b>
<b>Consent Agenda</b>	<b>Mary Beth Powell</b>	<b>7:15-7:20</b>
Approval of Agenda		

Approval of February Minutes  
Approval of Congregational Meeting Minutes  
Approval of Minister's Report

- **Motion to approve consent agenda moved by Kevin, seconded by Ellie, motion passed**

### Action Items

Approval of Preliminary Budget

**Rev. Thom Belote, Andrew Wright**

**7:20-7:40**

- Draft budget discussed. Plan to circulate to HR and Finance and then come to BOT April meeting for further discussion.
- Project \$630,000 pledges
- New expense line: Intern
- Significant expense: Staff
  - UUA completed revised their salary recommendation system this year
  - Chapel Hill has moved from geo index 3 to 4 (based on cost of living etc.)
  - UUA changed congregation sizing. We are in the overlap between size C and size D
  - No longer recommend salaries based on title but based on level (executive, director, manager, specialist, support)
- Draft budget includes raises for:
  - Marion
  - Glenn
  - Rachel
  - Kat
- Minister salary bands from UUA did not increase (actually went down)
- Includes extra money for facilities
  - May still not be quite enough for all needs
- Anticipates finishing this year with balanced budget (no deficit) despite budgeting \$28,000 deficit this year: Pledges are \$30,000 over budget and auction was \$8,000 over budget. Expenses are running a little high but should still be balanced for year.

Discussion

- Comment made that draft budget does not include raise for minister
- This budget projects \$34,000 deficit. Based on historical precedent Rev. Thom expects there would in reality be no deficit – church pretty much always finishes better than projected budget. One contributor is that committees typically do not spend their full budget. Another is new member pledges. Andrew Wright agreed with Rev. Thom’s assessment.

Timeline

- May – approve draft budget for presentation to congregation in June
- June – approve revised budget post-congregation meeting
- September – approve final budget

**Discussion and Planning**

Annual Board Retreat Part 1

Board Committee Chairs discuss  
preparation prior to retreat

**Mary Beth Powell**

**7:40-7:55**

- Dates confirmed: Tuesday 4/25, 5-9pm and Saturday 5/20, 5-9pm
  - Chris and Ellie will miss the May date
  - Avis needs to look into availability for May date
- Agenda
  - UUA Article 2
- Glenn to reach out to committee chairs to get items they want discussed at the retreat
- Anyone with other thoughts on retreat agenda to please communicate with Glenn

Referral to Governance re UUA Delegate  
Selection procedure

**Mary Beth Powell**

**7:55-8:00**

- UUA General Assembly scheduled for last Wed-Sun of June. In person but online option. Delegates get to vote.
- If more than 9 from our congregation want to be delegates, BOT will decide (or decide decision process) to select the 9

- Major GA topic: UU Article 2: 7 principles, 6 sources
- UUA undertakes revision of Article 2 every 15 years
- Commission has generated extensive recommended changes that removes 7 principles and 6 sources. Starts from foundation of love.
- Rev. Thom has led a range of offerings in our church to discuss Article 2
- New language needs >50% vote at General Assembly this year to move forward; then another year of study and then needs two-thirds next year. If either benchmark not met, existing language stands and no motions to amend can be brought for two years.
- Given Article 2 revisions, possible that there will be heightened interest among congregants in attending, which would necessitate a selection process to choose the 9 delegates

Select 2 folks to approach about the  
Nominating Committee

**Mary Beth Powell**

**8:00-8:10**

- 4 members with staggered two-year terms
- Recommendation to change term of membership from July-June to January-December or perhaps March-February. Will need vote to amend bylaws – vote would be at June congregational meeting.
- Would entail asking two current committee members to stay on for six months (through December).
- Propose tabling further discussion to April meeting
- 4 names needed, from which to select 2.
- Glenn will reach out to suggested individuals to assess interest

Establish a kast internship

**Rev. Thom Belote**

**8:10-8:15**

- Time is approaching for Thom to announce that we are planning to host an intern next year. Likely late March / early April good time for announcement.
- Would be great to pair this with announcement of internship fund
- Thom circulated language for motion to board ahead of meeting

- Some feedback prior to meeting: Better to further define goals and structure of internship and funding stream when considering motion?
- Suggestion: Would be helpful to have fund line set up so that if people want to contribute, they can
- UUA funds committed: \$2,750 in September, \$2,750 in February
- Cost for this planned internship is \$12,500 per year for two years.
- Treasurer supports that budget could absorb that amount if no other funds are found. BOT previously authorized Thom to proceed with this internship. The question now is about establishing a broader fund.
- Support for Thom circulating name of individual in particular because she is planning to visit church the week before Easter. Recommendation to delay consideration and announcement of kast internship fund – the two don't need to be linked.
- Motion to establish kast internship deferred till next month. Thom already has approval to welcome this intern and will move forward with announcement separately from the establishment of the fund.

#### Updates with Q&A

APD

**Bonnie Nelson**

**8:15-8:20**

- Very positive progress on pledge drive so far, well ahead of last year in terms of funds and response
- About 100 people who pledged last year have not yet responded this year. Plus new members! Most recent membership class -11 participants, 8 joined; upcoming class – 21 signed up.
- Good choice of not printing paper packets – printed 50 copies, only about 10 were taken over 5 Sundays of tabling. Most popular: Giving guide.
- For next year: Would be great idea to ask DOS leads to ask all their teams if they had pledged / give reminders
- Follow-up phase: Most effective is repeated personalized (subject line) messages from church leaders

Day of Service

**Merry-K Moos**

**8:20-8:25**

Day of Service – BOT

**Erin Gottschalk**

**8:25-8:30**

- BOT project - Charles House very appreciative. 6-8 kids. 20ish overall. Exterior and interior. Organizing CDs and sheet music.
- Avis – so many handprints!
- FPG – playground pickup, weeding. 20ish participants.
- Stats: Leigh Ann: 260 total people volunteered, 740 volunteer hours. 150+ legislature postcards written.
- Leigh Ann will lead again next year

Ordination Planning Carter Smith **(Barb Absent)** **8:30-8:35**

- Moving forward. May 28<sup>th</sup>.

Governance Committee Policy re delegates **Mary Beth Powell** **8:35-8:40**

- Discussed above
- GC consists of Vice President, 1-2 other board members, possibly 1 other congregation member. Meets as needed.

Board Retreat Part 1 April 25 5-9 pm **Mary Beth Powell** **8:40-8:45**  
 Board Retreat Part 2 May 20 5-9 pm **Mary Beth Powell**

Furnishings for new building Joe Swain

- Progress is being made

Board Member of Month: Mary Beth Powell

- Andrew moved to April, Merry-K to June

**Review of To Do Items** **Brian Pence** **8:45-8:50**

- **Rev. Thom to circulate draft budget to HR, Finance, BOT**
- Glenn to reach out to committee chairs to get items they want discussed at the retreat

- Anyone with other thoughts on retreat agenda to please communicate with Glenn
- **All please forward Nominating Committee member suggestions to Glenn; Glenn to contact them**
- **Rev. Thom to plan announcement of incoming intern**
- **Governance Committee to consider process for selecting GA delegates if more than 9 apply**

### **Reflections and Meeting Evaluation**

**Joe Swain**

**8:50-8:55**

- Positives
  - Workable agenda
  - Direct conversations
  - Quick and efficient and to the point
  - Respect for opinions of those who were not present, relevant decisions deferred
  - Appreciation to Glenn for circulating agenda and attachments
  - Wonderful acoustic experience!!! (And pleasing aesthetics.)
- Delta
  - A little chilly!! (For some.)
  - A couple of agenda items repeated in two places on agenda

### **Chalice Extinguishing and Closing Remarks**

**Joe Swain**

**8:55-9:00**