

**UUC Executive Board Meeting Minutes
May 9 and May 16, 2019**

Present: Reverend Pam Phillips (Ex- officio), Ellen Plummer (President), Steve Keighton (President-Elect), Irene Peterson (Secretary), Dan Kominsky (Member-at-Large) Nancy Norton (Member-at-Large), Sandy Power, (Treasurer)

Regrets: Amy Pruden-Bagchi (Member-at-Large)

Observer: Wayne Neu

Chalice Lighting, Reading, and Check-in.

Review and Accept Agenda. Sandy requested that the agenda include information and a request from the finance committee. Pam requested that we remove and postpone to another meeting the summary of Holy Conversations. The agenda was accepted as amended.

Consent Agenda. The consent agenda was accepted with adjustments: Pam added to the minister's report that Alan Moore will be attending GA as an on-line delegate rather than in person. Lisa will ask committees for their year-end reports and will create a one-page summary to present at the Congregational Meeting.

Treasurer's Report. Sandy provided an update on current income and expenses. Ellen suggests that future budgets include notes that help board members fully understand labels used on budget line items. For example, funds used to pay salary to cover a sabbatical are unique to the 19-20 budget. A note in the Assistant RE line item would help future board members.

Old Business

Discussion of proposed 2019-2020 UUC budget. The proposed 2019-2020 budget was reviewed line by line. The intent of the board was to present a balanced budget to for approval at the Congregational Meeting on June 3, 2019. Careful consideration was given to several budget items resulting in the need for additional information and clarification. Items added to the budget outline include sabbatical fund, environmental justice, strategic planning committee, and welcoming congregation. The desire of the board is to identify a budgetary mechanism for "escrow" and/or "contingency" funds for unexpected and/or anticipated expenditures (roof for example). The board adjourned at 9:30 pm and voted to reconvene on May 16 at 6:00 pm to complete its discussion of the proposed budget.

On May 16, the board reconvened and considered multiple scenarios. The board voted unanimously to present a budget to the congregation that includes projected income and expenses.

Several considerations include:

- **Congratulations are in order!** The UUC had an excellent Stewardship Campaign resulting in a record number of pledges and participation. Our congregation is enthusiastic and generous. Thanks to the Stewardship Committee for their ideas, persistence and help shepherding us to success. It is possible that additional pledges will result in modest adjustments to the pledged income.
- **Income.** The board will work with the Finance Committee on a plan to improve the use of Amazon, Kroger, and building rentals as sources of income. Ideas for ½ plate were discussed as a means by which the congregation might be invited to support educational programs, delegate attendance at General Assembly, and other dedicated opportunities.

- **End-of-year budget rollover.** At the end of the current fiscal year, the board expects there to be opportunities to roll forward unexpended funds to cover items in the proposed budget. Rollover funds are expected in non-pledge donations and unexpended funds.
- **One-time expenditures reflected in the 19-20 proposed budget.** The proposed budget reflects one-time expenditures associated with the contracted sabbatical for the Director of Lifespan Faith Development (DLFD). The proposed 19-20 budget includes salary for the Assistant LFD who will assume additional responsibilities and hours while the DLFD is on sabbatical.
- **Staff compensation.** The board is strongly committed to maintaining staff salaries and pay at reasonable and equitable levels. The proposed budget includes a Cost of Living Adjustment calculated at 3%.
- **Future considerations.** The board discussed the possibility of adjusting several line items to reflect costs associated services. The board and Finance Committee will together identify budget items that would benefit from adjustment such as Information Technology (computers and related equipment) and how to support building upkeep needs.

The board unanimously voted to submit for consideration by the congregation a proposed 2019-2020 budget of \$368,892.

Informational Meeting May 19, 2019. Board members discussed the presentation of the 2019-2020 proposed budget at the Informational Meeting including the assumptions and considerations the board made in constructing the proposed budget. The nominations for new board members will be shared. Neither Ellen nor Pam have received any nominations for consideration, the slate stands. Steve Keighton will take the lead on answering questions. The proposed budget will be posted on the UUC website and paper copies will be available for participants at the Information Meeting.

Agenda Items that will be considered include:

- Long Range / Strategic Planning – including summary and discussion of planning ideas outlined in Holy Conversations book
- Welcoming new board members and board retreat ideas

Upcoming:

- Information Meeting. Congregational Meeting. Sunday, June 2.
- June Newsletter article – Ellen
- **** NOTE **** June Board Meeting date change to Wednesday, June 5 at 5:30 in Library
 - June Meeting Reading – Irene
 - New Board members will be invited to attend

Meeting adjourned at 9:25 PM

UUC Board Meeting Agenda
May 9, 2019

7:00 – 7:15
Chalice Lighting, Reading
Check-in

7:15 – 7:20
Review and Accept Agenda

7:20 – 7:25
Member Forum

7:25 – 7:30
Approve Consent Agenda:

Minister's Report
Administrator's Report
DLFD's Report
Previous Meeting Minutes

7:30 – 7:40
Treasurer's Report

7:40 – 8:55
Old Business:
Budget discussion
Long range planning
Summary of Holy conversations as reviewed by Pam

New Business:
Plan for the informational meeting
Prepare for welcoming new board members

8:55-9:00

Upcoming:

June Newsletter article -
June Meeting Reading -
Next Board Meeting: June 13, 2019 7-9pm

May 2019 Minister's Report to the Board
Submitted by Rev. Pam Philips

Leads Worship and Officiates Rites of Passage

Our theme in April was Wholeness, which proved a good one for the beginning of our stewardship pledge drive. The stewardship service included a consideration of many parts of the whole congregation that make our ministries possible. Many people lifted up the wonderful job Susan Baker and Amanda Haynes did during their reflections on the grounds ministry. The next week, our choir joined with the choir from UUC Roanoke to sing the UU mass—The Missa Brevis pro Serveto—and the whole congregation came together to provide a bountiful potluck for our guests. Likewise, our Easter Sunday worship service was a multigenerational service that relied on the efforts of our greeters to help hand out materials for a special art project and was capped off by an egg hunt (for the Humane Society), complete with an appearance from the Easter Bunny and a bounce house. Special thanks to Rachel Craine for organizing the post-service activities and to David and Katie Hundley for donating the bounce house. Finally, I've heard nothing but positive reviews for our guest speaker, Dr. Brandy Faulkner, for the last Sunday in April.

All of the worship associates participated in a sermon-writing and service planning workshop, and several of them feel confident enough to write and deliver a sermon, perhaps this summer. I will be teaching an eight-session adult faith development class on lay preaching next fall that will be open to all.

May will be a big month for rites of passage, as the YRUU (Young Religious Unitarian Universalists) youth group will be leading our annual Bridging Service, including a new member recognition ceremony. I'm very excited to recognize a young man who completed the UU Cub Scouts workbook during that service as well. We will also be holding a child dedication ceremony on May 12th during the service.

Provides Pastoral Care and Presence

I continue to visit with congregants in my office, at their homes, and at the hospital. One side benefit of the stewardship campaign is that when stewards learn of pastoral needs through their contact with members and friends, they contact me with the information. I am grateful for those who call attention to such needs.

Encourages Spiritual Development for Self and Others

The six-session adult faith development class "Owning Our Religious Past" has ended. Eleven people signed up, with varying attendance each session. I believe it would be worthwhile to hold this class again in the future.

Attending the UU Buddhist Fellowship convocation at the Garrison Institute was well-timed; it was good to gain a deeper understanding and be with people who follow this path. I came away committed to have a more robust meditation practice. We also enjoyed walking the boxwood labyrinth there. This Saturday is international labyrinth walk day, and Darla Bray has registered our labyrinth on the World Labyrinth website. Just today, someone from a nearby congregation called to ask about our labyrinth and hoping to come walk it. I would like to explore the

possibility of having regular walks, either on a weekly or monthly basis, which are publicized in the community, especially now that the weather is warmer.

I am also considering attending “Spiritual Leadership in Communities of Faith: A Contemplative Retreat” the first week of August.

Witnesses to Social Justice in the Public Square

I continue to meet with the NAACP Religious Affairs committee, Virginia Organizing (currently working on ending the school-to-prison-pipeline), and the NRV Immigrant Advocates. The Buddhist retreat we attended was focused on racial justice--“Making the Invisible, Visible: Exploring Race and Racism Through a Buddhist Lens” with Dr. Jan Willis. While many of the films we watched were ones I had seen, it was good to discuss them with others.

The Virginia Interfaith Center for Public Policy is looking for space to give reports on the General Assembly and have asked us to host. I look forward to talking to their representatives to see how we can make our work more effective by meeting with our representatives before the General Assembly is in session.

Leads Administration

I am so grateful for all those who participated in the annual stewardship pledge drive, especially Andy Roberts (chair), Lisa Evanylo (receiving and recording all the pledges), and Arthur Snoke (web presence)—and to all those who acted as stewards. As of this time, we are short of our goal for pledges, so board members will need to look carefully at the proposed budget and consider where we might make cuts at our meeting.

I will be meeting with staff in May and June to complete their evaluations for the year and will work with them to set goals for next year. I will report back to the board after I have completed all the evaluations.

Serves the Larger Unitarian Universalist Faith

As I write I am preparing for my trip to Martha’s Vineyard for an ordination. I’m also looking forward to General Assembly in June.

For the board’s information, Alan Moore will be “attending” General Assembly

Leads the Faith into the Future

As I mentioned last month, we’re holding listening sessions on the mounting of permanent video monitors in the sanctuary, and four people have already responded to an on-line survey. I look forward to hearing people’s opinions. One thing I will be looking for at General Assembly are workshops from which I can learn more about leading the faith into the future.

Time away from Blacksburg

May 3-6 – Ordination in Martha’s Vineyard, Massachusetts (3 days vacation)

May 21 – VACUUM meeting in Charlottesville

June 14-24 – Visiting family in Seattle prior to Ministry Days/General Assembly in Spokane.

Administrator's Report to the Board
May 9, 2019

Stewardship Pledge Drive: As I write this, we have received 143 pledges for \$299,624 which includes a good number of new pledgers. There are still quite a few more that will hopefully come in and will update the Board closer to the meeting.

Update on BLUU Donation: After the last ½ plate collection for BLUU, we were still short by \$94, but a donor has written a check to cover the difference. The check will be sent shortly thus fulfilling our commitment of \$2050 (due by July 1, 2019).

Attendance/Members: See online Google Doc. The member number decreased as 2 members requested to be removed when asked to pledge. Several inactive members will be removed after July 1. However, we should get some new members at the ceremony on May 19.

Pledge Reminders: An email will go out in early June reminding people that the fiscal year will be ending June 30 and to get remaining pledge payments in.

Annual Committee Reports: I'll be emailing committee/task chairs a request for written reports summarizing the committee's work over the year and including a new question about how committee's work furthers our mission and vision. These will be available in the website member area prior to the annual meeting.

DLFD Report to the Board – May 2019

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

- CYRE: 134
- LFD Activity Slots: 175
- UUC Activity Slots: 189

Registration is up 10% over this time last year.

This Month

- Dumbledore's Army fights the Environmental Horcrux this month and provided Save the Monarch kits to the congregation for donations. DA raised \$164 which will be given to the Building Committee to purchase motion-activated light switches for UUC.
- 4-5 OWL concludes this month.
- YRUU has their annual Bridging Service on May 19. Five Coming of Age 8th graders will also bridge into YRUU at this service.
- YRUU is planning a lock-in on May 10. Their last meeting of the year is on May 12.
- MSYG's last meeting of the year is on May 17. Rising 6th graders will be invited to join the group for a bonfire.
- Coming of Age youth shared their credos at their annual bonfire last weekend and were then joined by YRUU for gourmet s'mores and Roaming Gnomes. Victoria Taylor has volunteered to facilitate COA again next year.
- Summer and fall recruitment continues. We have recruited all but 4 of our Fall RE teachers, so it looks like we may finish fall before summer again this year.
- Children's RE does not meet on May 26 (Memorial Day weekend) or June 2 (multi-generational Flower Service). Summer RE begins June 9.

Professional Development

- My work continues with the UUA Credentialing program. I was just informed that I will be getting a new mentor as my current mentor has just been offered a position on the RE Credentialing Committee.

Upcoming Dates

- 5/3: Social Justice Film Series
- 5/19: YRUU and COA Bridging Service
- 5/19: Last day of spring RE
- 6/9: Summer RE begins