

**Unitarian Universalist Congregation
Board Meeting Minutes
February 11, 2016**

Present: Board members Tim Pickering, Molly Lazar, Bob Stimson, Carol Kern, Linda Powers, Bonnie Wall-Lievsay; ex officio members Dara Olandt, Lisa Evanylo; UUC members Isabel Berney and Zafer Deeb

Molly lit the chalice, and Dara provided the reading. All checked in. Carol served as Process Observer (PO).

I. Member's forum

A. Zafer Deeb is concerned about our mortgage being too large and suggests donating one ½ plate/month to pay down the mortgage.

II. Agenda – Bob moved to accept the amended agenda. The motion carried unanimously.

III. Board development – all presented a person viewed as personal “leadership saint”.

IV. Staff Reports – see written reports

A. Minister's report – Dara hopes some Board members will attend the Partnership Church workshop on Feb. 20 to give input into this new endeavor. We are welcoming 6 new members into the congregation Feb. 14. The Refining Team is meeting Feb. 12.

B. Administrator's report – Lisa requested and received approval to correct the Policy Manual as needed as she works on the revision.

C. DLF report – no report as Karen was not present. Tim commented that he is pleased people are being asked to make a donation to the grade 8-9 OWL class.

V. Consent Agenda – Tim moved to accept the minutes from January. The motion carried unanimously.

VI. Treasurer's report – written report attached. Linda stated there is nothing to highlight, and that we are on target.

VII. Council Reports

A. Facilities Council – Molly stated that the council did not meet.

B. Governance Council – no report. Report from Strategic Planning attached.

C. Finance & Administration Council – written report attached.

1. Linda presented 2 items:

a. Our 30-year mortgage interest rate with National Bank resets every 5 years. In 2012, it reset from 7.1% to 5.9%. Linda recently asked the bank to decrease our current rate. The bank agreed and has reset our rate to 4.85% saving us \$8800/year. Bob moved to approve the new interest rate. The motion carried unanimously. Linda will sign and return the contract.

b. The Finance Committee requested that we hire a bookkeeper when Bill Baker becomes treasurer on July 1. We will continue to record contributions in PowerChurch with the bookkeeper doing payroll, accounts payable, paying of taxes, and reconciling of bank statements. The bookkeepers will use Quickbooks with files going into Dropbox which requires UUC to purchase a copy. Linda and Bill met with Alice and Susan Ledford who have agreed to take on the bookkeeping work for \$3000/year with the first year costing \$3500 due to start-up costs. Bob moved to approve the recommendation to hire the Ledford Accounting Team to do our payroll and accounts payable. The motion carried unanimously.

2. Stewardship Committee update – written report attached. Molly spoke with Frank DuPont, and the committee has requested that:

- a. The Board establish budget priorities.
- b. The Board set the date for the annual budget meeting in which the Board reviews and approves the budget prior to being mailed to the congregation.
- c. Board members volunteer to serve as stewards.
- d. The Board consider pledge amounts as leaders to be 3% of income.

D. LFD Council – written report and addendum attached. As per the request in the addendum, Bob moved to approve the purchase of a new gate for the nursery area so it's safe and to do so in the best financial method possible. The motion carried with 6 in favor and 1 abstention. (Note: following the meeting, Joe Parrish contacted Community Playthings, the company that made our current gate, and a new lock mechanism has been sent free of charge that may fix the problem.)

E. Membership Council – written report attached. Carol presented 3 items:

- 1. The Connections Committee discussed having a volunteer serve as a host family to help new individuals/families integrate into the congregation.
- 2. Jennifer Mercier has agreed to serve as Board member-at-large.
- 3. Gene Gardner expressed his belief that while Steppin' Out requires much effort by many, there is very little return. He therefore recommended that we not continue to host a booth.

F. Pastoral Services Council – no report.

G. Social Action Council – no report.

H. Worship Opportunities Council – no report.

VIII. **New Business**

A. Board fiscal priorities – Molly sent an email prior to the meeting listing several conceptual priorities to consider: benefit majority, fit with mission and vision, long-term impact for congregation/long-term impact for world, fulfill commitment, high benefit relative to cost, grow congregation. The conversation will continue at the next meeting. Email Molly with more ideas. Note that the Board met again on February 18, and Bob moved to accept the proposed budget of \$345,000. The motion carried.

IX. Process Observer – Carol stated that the tone of the meeting was very good, all were supportive, the timeline deviated a bit but got back on course. The budget discussion was difficult.

X. Next meeting March 10 at 7 PM – Bob will provide refreshments, Bonnie will serve as PO, and Linda will provide the closing reading.

ACTION ITEMS:

All – send Molly ideas for budget priorities

AGENDA ITEMS:

Budget priorities continued

Lisa Evanylo, Administrator

UUC BOARD MEETING AGENDA
Thursday, February 11, 2016

7-7:05 Chalice Lighting & Reading – Rev Dara Members Forum		5 Minutes
7:05- 7:20 Check-in Process Observer- Carol		15 Minutes
7 :20-7 :25 Review and Accept Agenda for current mtg.		5 Minutes
7:25-7:40 Board Development—discussing our “saints.”		15 Minutes
7:40-7:50 Minister and Staff Reports Administrator’s Reports DLFD’s Reports		10 Minutes
7:50-7:55 Consent Agenda and Old Business Previous Board minutes for January—approve		5 Minutes
7:55-8:00 Treasurer's Report		5 Minutes
7:45-7:55 Council Reports Facilities Council Governance Council Finance & Administration Council Lifespan Faith Development Council Membership Council Pastoral Service Council Social Action Council Worship Opportunities Council		10 Minutes
7:55-8:05 Break and Refreshments	Provided by Bonnie	10 Minutes
8:05-8:10 Action Items Approving January Board minutes		5 Minutes
8:10-8:40 New Business Board fiscal priorities.		30 Minutes
8:45-8:50 Information Items Timeline, special events		5 Minutes

8:50-8:55

5 Minutes

Select refreshments, process observer, and closing words volunteers for February

Process Observer Report- Carol

Extinguish Chalice- Margo

Next meeting: March 10

February's Report to the Board - Rev. Dara Olandt

Yearlong congregational theme: "Our Year of Living Bravely"

Worship

February's worship theme is "**Direction**"

Sunday, Feb. 14th will include a New Member Recognition in service.

I will be joined in worship on Feb. 21st with guests from International Partnership Church Council (see details below).

My one Sunday out of the pulpit will be Feb. 28th.

Highlights for the Month

International Partnership Church Start Up weekend: Feb. 19-21.

Mark your calendars! Saturday Feb. 20th, 8:30am - 11:30am

The Council provides this visit to us at no cost to the congregation, except request for Sunday morning service honorarium and/or donation to the Council.

BOARD MEMBERS are especially requested to please attend the Saturday morning meeting with visiting representatives, Cathy Cordes and Dick Van Duizend, Rev. Dara, Karen Hager, Lisa Evanylo and members of the UUC International Partnership Church Committee.

This meeting will help several layers of UUC understand more deeply what international partnership can mean and learn more about the program, which can include religious education, travel, and more. Bring your ideas, questions, hopes and an open mind!

Further details are here:

[Saturday, Feb. 20th:](#)

8:30am - 11:30am - Leadership Meeting

Breakfast items, coffee and snacks provided

This meeting will include representatives from UU Partnership Church Council, Minister, Staff, Board Members, and other interested parties from the congregation. Any UUCer is welcome to attend this meeting.

Noon - Post Leadership Meeting Lunch Discussion on the topic of Lifespan Faith Development Connections with Partnership Church. All are welcomed to attend. Meeting will include Partner Church Council reps, Rev. Dara, Karen Hager, and Partnership Church Committee Members.

10am - Sunday Service, February 21st - "The Beginning of A Beautiful Friendship..."

Our International Partnership in Transylvania

This Sunday's service will be led by Rev. Dara, with guest presenters and supported by members of the UUC International Partnership Church Committee.

A Meet & Greet reception will occur directly after the service, featuring additional presentation/ Q & A with Cathy and Dick, hosted by International Partnership Church Committee.

(To learn more about UU international partnership check out the website: <http://www.uupcc.org>)

Membership & Connections

Next Newcomer Orientation was held January 16th 9am - noon.
In our Sunday, February 14th service we will welcome 4 new members.

Social Justice & Prophetic Outreach

Working with interfaith partners (First Presbyterian, Blacksburg Jewish Community Center and Hillel, and eventually others) to explore the possibility of an Interfaith Worship Service in April. Theme is to be anti-gun violence. More details will be forthcoming as they are available.

I continue to support Social Justice Steering Committee as needed.

I continue to attend monthly meetings of the Blacksburg Ministerial Association and UU Blue Ridge Religious Professionals gatherings (when calendar allows). Next Blue Ridge Religious Professionals gathering will be Feb. 16th in Roanoke, which I plan to attend.

Pastoral Care

On Wednesday, February 3rd, convened, with President Molly Lazar, a special Caring Conversation and Evening of Lighting Candles in remembrance of Nicole Lovell. There were 10 attendees, including parents and middle-schooler and two teens.

I continue to meet monthly with the Lay Pastoral Care Ministry.
I continue to visit members of our congregation at home and in the hospital, as needed.

Congregational Life

The Refining Team progress is on track. The next Refining team meeting will be Feb. 12th, team aims to complete it's second draft Mission-Covenant statement by aprox. March 3rd, then publish this second draft in letter to the congregation and hold a post-service feedback and reflection session on March 20th for all who wish to attend to discuss.

I am keeping apprised of Stewardship efforts and per request of Stewardship Committee will be offering a training of Stewards in March for the 1:1 canvas which will occur in April.

Memorial Garden

Coordinating an End of Life Planning event at UUC later this year with Memorial Garden Committee, tentative date is April 3, 2016, this may be shifted to April 10th, depending upon emerging details in development.

Report from Clergy Seminar Series in Richmond

Feb. 1-3 — I attended the second of 3 sessions for the Clergy Seminar Series at the Center for Congregational Spirituality in Richmond, focusing on Congregational Based Spiritual Direction (the last session of the program will be May 2-4.) This program is housed at First Unitarian, Richmond and has been highly informative. The program has been an opportunity for professional spiritual renewal as well as offering a host of practical and experiential resources for congregational life which I look forward to applying and sharing within our congregation.

Administrator's Report to the Board February 11, 2016

New Webpage Update: Amado Ohland has agreed to give Karen and me an hour lesson on WordPress, a free web software used to build websites (and used by the UUA with the new template provided to congregations). I also signed up for a 9-hour class on WordPress offered through the Open University in April.

Policy Manual: I will be updating the Policy Manual as the Policy Maintenance Committee has been unable to get it done. This will include updating the format to reflect our current governance structure and including policies enacted since the last update in March 2014. It will be sent to the Board when ready.

I would like guidance on what I can and can't update without Board approval. For example, the policy manual, part I currently states "Religious Education classes begin the first Sunday after Labor Day and run through the last Sunday in May. Traditionally, the Water Service is held the last Sunday in August, and the Flower Communion is held in early June (Board, 12/7/05)." This is no longer true and the actual dates are decided upon by Rev. Dara, DLFD and WSC. Can I simply delete and/or correct this type of information without bringing before the Board?

Committee Meetings: I attended the Stewardship Committee meeting and participated in a conference call with the Partner Church Committee. I will be attending the Finance Council meeting on Feb. 7.

UUA Certification: You should have received via email the information that was supplied to the UUA for our annual certification.

New Router for much improved internet connection in building: Hopefully by now you are aware that we have a new router which has vastly improved the wireless signal throughout the building. The new network is UUCNRV TP-LINK 2.4G, and the password is uucnrv1956.

Sexton Update: I met with a woman who had expressed interest in the position, but she has since decided that she is not interested.

Attendance/Members: See online Google Doc.

DLFD Report to the Board – February 2016

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

- Current CYRE: 122 (unique children/youth)
- Children & Youth UUC “slots”: 172

LFD Council

- See attached report.

This month:

- The middle school and adult classes will visit the Religious Society of Friends (Quakers) this month. Later in the month, they will begin visits to three Christian congregations, concluding in March: St. Mary’s Catholic Church; Blacksburg Presbyterian Church; and Schaeffer Memorial Baptist Church.
- OWL 8-9 begins this month with 7 youth registered. Classes will be held downstairs, and signs will be posted to inform those in the building that only those affiliated with the class are allowed on the lower level during class time, due to the class content. This information will also be included in the weekly LFD email newsletter during class weeks. Class concludes in April, running for two Friday evening - Saturday lock-ins, and two additional Saturday classes. Parents have been asked to give a voluntary donation when registering of \$25 for congregants, and \$50 for non-congregants, which will be used to cover the costs of materials and pizza for the two lock-ins. We have two non-congregants registered for class, both of whom paid \$50 when registering.
- Spring RE has begun. All classes retain the fall curriculum with the exception of Gr. K-1, which begins *Picture Book Bible Tales*. As a companion to fall’s *Picture Book World Religions*, our class will learn more about Judaism and Christianity, and how these religions are part of our UU heritage.
- LFD is once again hosting our annual social action project: a blanket build for Project Linus. This year, we are trying out something a bit different, by hosting a congregation-wide blanket build after the potluck on Valentine’s Day. In addition to serving as a social action project, this will also be test as to whether or not our congregants will attend activities after the potluck. The following Friday, Middle School Youth Group will also build blankets for Project Linus; one goal of both youth groups is that they give back to the community or the world at least once a year. In past years, this has been one of the most popular meetings! Congregants are asked to support these builds by attending and/or donating fleece.
- YRUU has begun planning for the upcoming YRUU Coffeehouse on March 11, and the trip to Mountain CON on April 1. We urge all board members to plan to attend the Coffeehouse and support our kids! This is an annual fundraiser and a lot of fun!
- Our next YRUU/YAC adult advisor meeting is scheduled for later this month. We will be measuring progress against our objectives and planning the remainder of the year.

Monthly Council Meeting Report

Submit this report on or before the first Tuesday of each month.
E-mail to your council's Board Liaison.

Council:	Lifespan Faith Development
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Council Meeting Date:	1/24/16
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Report submitted by: (name, position, & e-mail)	Karen Hager, DLFD
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Using brief bullet points, please provide the following info that is pertinent to your Council:

- Alan Moore added as a member of the LFD Council.
- Reviewed the 2016-17 LFD budget request.
- Discussed inclusion of UU identity trip to YRUU budget. We are informing the Board of the background of this request through the attached report.
- Discussed the 2016-17 Coming of Age program.

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| <ul style="list-style-type: none">• Actions required from the Board, if any: | None at this time. |
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YRUU

The 2016-17 budget request will include a request for partial funding of the annual UU identity / history trip for YRUU. In prior years, YRUU youth were required to engage in fundraising activities to participate.

Lifespan Faith Development

YRUU has been a part of UUC's Lifespan Faith Development program since 2012. The board-approved goals of the LFD program (applying to all age groups) are:

- To encourage spiritual growth
- To provide religious literacy
- To help in the development of each congregant's own UU identity
- To encourage a social conscience

At the time of UUC's transition to a Lifespan program, YRUU was a separate entity, not fully affiliated with UUC. UUC's Children RE program ended with 8th grade, and an Adult RE had not yet been established. Lifespan's goal was to integrate all programs to provide consistent opportunities across all ages. 2012-2015 was largely a time of learning and small steps to welcome our high school youth into the congregation.

2015-16 Program Changes

Our adult YAC advisors, YRUU advisors and DLFD met in spring 2015 to identify issues with the current program. It was determined that lack of structure was a significant obstacle to program growth, as youth were essentially required to recreate the program each year. A survey was given to youth to determine what they were looking for in the YRUU program.

The results were very interesting to the adult advisors.

- 100% of youth were interested in pursuing social action and/or social justice together, an activity they were currently not engaged in. 100% of youth believed that it was important for YRUU to give back to the greater community or world.
- 100% of youth believed that it was important for YRUU to give back to UUC. Youth had been contributing an auction dinner annually for several years, and also held two YRUU services each year, achieving this goal in the current program.
- 100% of youth were interested in learning more about the religions of the world, and 75% were interested in theological discussions; again, these were activities they were not currently engaged in.
- 100% of youth believed that it was important to attend CONs (conferences of UU youth) and to go to Boston once every four years.
- 91% of youth believed that OOCEs (Out of Church Experiences) were important and there were requests to increase the number of OOCEs during the year.

In August 2015, the adult advisors and DLFD attended a retreat designed to provide more structure to the YRUU program. The results of the survey were reviewed and found to be consistent with the goals of the LFD program. The adults drafted a mission statement and objectives for the coming year, which was later ratified by youth, and adopted for the 2015-16 program. (View at http://uucnr.org/members_area/yruu-mission.html.) One key objective was

to participate once a month in a meaningful activity – defined as something related to social action, social justice, religion or theological discussion, or related to their UU identity.

Adults met again in November to measure our progress and found that no work had been done toward this key objective. In analysis of the reasons why, the main reason identified was that our youth were spending the vast majority of their time engaged in fundraising activities.

Fundraising

It is a joint goal of YRUU, the LFD program, and the LFD Council for youth to have the opportunity to attend an annual UU identity / history trip. Three out of four years are usually spent at a CON; one year out of the four year period is a trip to Boston. This annual trip helps to achieve the LFD goal of developing a youth's UU identity, providing them with the opportunity to meet and socialize with other UU youth; in addition, the trip to Boston better acquaints them with key components of UU history. This is particularly important to UUC youth, given how isolated our congregation is with respect to other UU churches.

To attend, YRUU must fundraise, with parents also picking up part of the cost. The cost to participate is:

- CON: \$100/youth; estimated annual cost: \$1500
- Boston: estimated trip cost: \$5000

It is our intention that no youth be unable to attend due to financial constraints.

To attend, youth need to raise \$2375 annually, an amount nearly impossible to achieve. In reality, youth are usually able to raise the money for a CON, but the Boston trip requires parents to fund the rest (about \$240 per youth). Accelerated fundraising occurs that year to cover those families that cannot afford to contribute the full amount.

This intensive fundraising comes with a high cost. Youth are spending nearly all of their time on fundraising, and this means that there is no time left to work on the key objective of meaningful activity. LFDC believes that it is far more important for our youth to be engaged in social action, theology, and UU identity work, than to learn to be good fundraisers.

Our budget request for 2016-17 attempts to realign YRUU's priorities and demonstrate the congregation's commitment to our high school youth.

We will be proposing a contribution of \$1500 toward the trip to Boston in 2016-17. This is the cost of a CON, but the Boston trip is in lieu of a CON. YRUU will still need to raise additional funds to cover the rest of the cost, and parents will still need to contribute in 2017, but a portion of the current time spent towards fundraising may be reallocated toward other activities. Our Reach budget asks for the entire \$5000 to be used for the Boston trip.

Support of this trip is consistent with LFD goals and the mission of UUC. Freeing our youth from the burden of full fundraising will allow them to spend their time on activities more in alignment with LFD and UUC goals – i.e. social action, UU identity, and theological discussion. This revised focus is in line with the UUC mission and benefits the entire congregation.

Monthly Council Meeting Report

Submit this report on or before the first Tuesday of each month.
E-mail to your council's Board Liaison.

Council:	Lifespan Faith Development - Addendum
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Council Meeting Date:	2/8/16 via email
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Report submitted by: (name, position, & e-mail)	Karen Hager, DLFD
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Using brief bullet points, please provide the following info that is pertinent to your Council:

- Discussed issue with Nursery gate – see next page

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| <ul style="list-style-type: none">• Actions required from the Board, if any: | Approval to spend contingency money on fixing this issue, as detailed on next page |
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The Nursery Coordinator has brought to our attention a recurring problem concerning the safety gate leading into the Nursery. The design of the gate requires the opener to push down on a latch on top of the gate, while opening it. It is designed to allow adults to open it while keeping children contained, but the design is not sufficient to keep in all children. As a reminder, the Nursery is used for children up to 3 years old.

This is a longtime problem; every year, at least one child figures out how to open the gate and attempts to escape over and over. Parents and nursery workers have complained. There have been several attempts by members of the Building Committee over the years to fix the issue, but none have been successful.

The company that makes the gate, Community Playthings, introduced a revised gate design since we purchased our gate (purchased when nursery was remodeled), designed to fix this problem. The new gate requires a double action to open it, requiring the opener to push down on a lever on the top of the gate, while simultaneously pushing up on a lever underneath. An adult can do this with one hand, but this should be beyond the skills of a 3-year-old. The gate can be viewed at <http://www.communityplaythings.com/products/roomscapes/f482-roomscapes-gateway>; zoom in to see a close up of the opening mechanism.

The cost of a full replacement is \$560. Joe is checking into the possibility of purchasing just the gate and using our current side rails and threshold at a cost of \$355. He is also checking to see if the hardware is available to retrofit our current gate, presumably at a lower cost still.

LFDC requests that the board approve the use of contingency money to fix this issue, up to the full replacement cost of \$560; we will use the least expensive method available that will work.

We would like to stress that this is not simply an issue of annoyance, but an issue of liability. UUC will be liable if a toddler gets out of the nursery while under our care and gets hurt. We believe this issue should be fixed correctly, as soon as possible.

February Council Meeting Report – 02/07/16

Submit this report on or before the first Thursday of each month.

E-mail to your council’s Board Liaison –Lisa Evanylo: levanylo@uucnr.org

Meeting Start Time: 9:00 AM

Meeting Finish Time: 9:35 AM

Members Present: Linda Powers, Lisa Evanylo, Crosby Houston, Dan Taylor

Council:	Finance (consists of Finance, Scrip, Auction, Personnel, Stewardship, Communications)
Council Meeting Date:	02/07/16
Report submitted by: (name, position, & e-mail)	Dan Taylor, Chairperson of the Finance Council, danaaec@hotmail.com

Using brief bullet points, please provide the following info that is pertinent to your Council:

- **Issues discussed and actions taken by Finance Council:**
 - Scrip: Food Lion scrip sales continue at their usual pace, but Kroger gift card revenues are down, as anticipated with Kroger’s new rewards system (see challenges)
 - Refinancing the congregation’s loan with the National Bank was discussed; the council approved seeking refinancing of the congregation’s loan with the National Bank.
 - Hiring the Ledford accounting firm to take on our payroll and account payable activities was discussed; the council approved hiring the Ledford accounting firm to take on the congregation’s payroll and account payable activities
 - Crosby Houston stated that he wished to discontinue his personnel responsibilities as of June 30, 2016
 - Auction – Linda Powers reported it is on track with Joe and her running it this year, and most of the same individuals involved in the logistics as last year.
 - Stewardship – Linda Powers reported on this year’s structure of the one on one campaign.
- **Any significant successes, challenges, or changes the Board needs to be aware of from the Finance Council:**
 - Getting the word out to the congregation that individuals need to renew the UUC as their Kroger charitable donation choice – Dan Taylor spoke to two very active congregants after the church service who were unaware that one now has to do this every August.
- **Goals for the coming month(s) for the Finance Council:**
- **Actions required from the Board, if any, by the Finance Council:**
 - Refinancing: approve or disapprove
 - Hiring or not hiring the Ledford accounting firm
 - Appointing a new personnel representative to the finance committee to begin duties on July 1, 2016.

The Nursery Coordinator has brought to our attention a recurring problem concerning the safety gate leading into the Nursery. The design of the gate requires the opener to push down on a latch on top of the gate, while opening it. It is designed to allow adults to open it while keeping children contained, but the design is not sufficient to keep in all children. As a reminder, the Nursery is used for children up to 3 years old.

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Membership Council

January 31, 2016

Present: Isabel Berney, Pauletta Copenheaver, Jim Flowers, Gene Gardner, Carol Kern, Kristine Reid

Reports:

- Outreach – Gene Gardner
 - Steppin' Out is a lot of work and may not be the best way to engage people – Decision Report distributed
 - Mostly people come because of our web page or WVTF announcements
- Hospitality – Pauletta Copenheaver
 - Everything is fine; strong core of volunteers
 - Donations cover about half the cost of fairly traded coffee - \$500 requested for next year's budget
 - Ice maker and aprons for potluck workers requested for reach budget
- Quarterlifers – Kristine Reid
 - The group will hold 3 events yearly – fall, spring, summer and other social events as organized
 - They are exploring ways to connect with other faith communities, especially the Moslems
- Connections – Isabel & Pauletta
 - The committee will not hold an activities fair this spring. It is considering an October date
 - Committee decided not to have a spring newcomers' potluck. No one signed up for the fall one.
 - There is a need to connect newcomers with old-timers. We talked about having host families who would agree to invite newcomers to dinner with some other UUs or to tea/coffee or for dessert.
 - Dara could make an opportunity for engagement announcement for people to volunteer to be host families
- Leadership Development– Jim Flowers
 - We have a treasurer and president for the slate, now working on board members
 - A future consideration would be a budget item to train leaders
- Greeting – Isabel Berney
 - All is going well, a good way to involve new people
- Board liaison - Carol Kern
 - The board would like a monthly report from all committees even if it says nothing to report. Send them to Carol
- Next meeting - Sunday, May 1 after the service

Isabel Berney, membership council chair

Monthly Council Meeting Report

Submit this report on or before the first Thursday of each month.

E-mail to your council's Board Liaison

Council:	Pastoral (consists of Lay Pastoral Council Ministry and Caring Network)
Council Meeting Date:	Jan., 2015
Report submitted by: (name, position, & e-mail)	Polly Stimson, Chair of the Pastoral Council (with input from co-chairs of the LPCM)

Using brief bullet points, please provide the following info that is pertinent to your Council:

- Issues discussed and actions taken by LPCM:

- Transitioned from Rev. Karen Day's support of team to Rev. Dara. Talked about active congregants in program.

- Actions taken by Caring Network:

- Continued to respond to requests for meals and transportation, as well as reach out to members of the congregation who might have upcoming needs.

- Any significant successes, challenges, or changes the Board needs to be aware of in the LPCM program:

- More active matches, with several initiated by congregants.
- Active Friendly Visitor program of those less able to attend UUC events

- Successes, challenges, etc. with the Caring Network

- More and more people in the congregation seem to know about the Caring Network and have referred themselves or others for the services it can provide.

- Goals for the coming month(s) for the LPCM:

- Continue monthly meetings with Rev. Dara and Associates, with written review of contacts and planning for Synergy meetings.

- Plan Sunday Service on 2/15 about LPCM.

- Plan for recruitment and training of new Associates. Use application process.

- Continue monthly Synergy meetings for Associates for sharing and training.

- Discuss how program partnerships with Minister.

- Explore offering training program for other UU congregations.

- Goals for the coming month(s) for the Caring Network

- Continue to be responsive to requests for services from the congregation.

- Continue to seek new people to be on the Caring Network volunteer list by periodically having write-ups in the bulletin and newsletter.

- Actions required from the Board, if any, by the LPCM:

None at this time.

- Actions required from the Board, if any, by the Caring Network:

None at this time

Thank you for your time in completing this report and for your service to the UUC.

Report to the Board
February 11, 2016

Stewardship Committee

The Stewardship Committee continues to meet monthly, and is on track with the timeline established at its July 1 meeting. The timeline remains much the same as was presented to the Board on November 11, 2015.

Recruitment of stewards is underway for our face-to-face campaign. Rev. Dara will be conducting a training of stewards on Saturday, March 5, starting at 9:00 a.m. Those who cannot make that meeting will have an opportunity to attend a follow-up training conducted by Frank DuPont and one other member of the committee.

Kick-off Sunday will be April 3rd and the following 3 weeks will be devoted to the direct canvass. After that, the Finance Committee will meet and then the Board's budget meeting will take place so that material for the information meeting can be mailed in a timely fashion.

Whereas we have allowed for a brief period to re-contact those who have not submitted their completed pledge card, it is not expected that there will be a "second call" for additional money from those who have already pledged. Therefore, the Board should expect to have in hand the pledge results figure as a final product when you hold your budget meeting. The Board can override this, of course, but this is the current plan.

The Committee requests of the Board:

1. Establish the budget priorities for the UUC
2. Set the date for the annual budget meeting, wherein the final balanced budget will be set
3. Volunteer to be a steward. What better group to convince others of our goals and priorities!
4. Consider your own pledge amount as leaders. We are hoping to eventually move board pledges toward 3% of one's adjusted total income

Report to the UUC Board by Polly Stimson, Chairperson of the Strategic Planning Committee - Jan. 10, 2016

Weekend of Oct. 16 and 17, 2015: The culmination of almost a year's worth of SPC work occurred. This was the Mission Covenant Writing Workshop conducted by Rev. Robert Latham and attended by 40 UUC members. This was considered a great success by the attendees, and Rev. Latham's sermon to the congregation on Sunday was inspiring to many.

Nov. - Dec., 2015: With very helpful assistance from the Committee on Ministries, seven Dessert Parties/Mission-Shaping Focus Groups were scheduled in different geographical locations for Jan. and Feb. of 2016. These meetings were established to allow interested individuals from the congregation the opportunity to have input into the creation of our final Mission Covenant Statement.

Five Mission Covenant Refining Team members were recruited and met two times, with Rev. Dara as consultant to the team, to begin the process of shaping the rough first draft of a new Mission Covenant Statement.

Seven Mission-Shaping Focus Group facilitators were recruited to lead these groups.

Our UUC administrative assistant set up a link to sign participants up for the groups.

A variety of publicity methods were implemented to promote these groups and encourage congregational participation. These included a newsletter article, pulpit announcements from our minister and SPC members, sign-up opportunities in Elarth after services, and an e-vite and "snail-mail" postcard sent to members.*

Facilitator training materials were created by a combination of people.*

Jan., 2016: Facilitator training occurred.*

The Mission Covenant Refining Team held a 3-hr. meeting to continue their work on creating a rough first draft of the Mission Covenant Statement.

As of Jan. 10, 2016, 60 people have signed up for one of the Dessert Parties/Mission-Shaping Focus Groups.

* Our minister was of immense help to our committee in creating the language for the promotional and training materials and conducting the facilitator training.