

**Unitarian Universalist Congregation**  
**Board Meeting Minutes**  
**January 12, 2017**

**Present:** Board members Tim Pickering, Carol Kern, Bob Stimson, Bonnie Wall-Lievsay, Jennifer Mercier, Susan Wamsley, Molly Lazar, Bill Baker; ex officio member Don Rollins; member George Lally

The chalice was lit. Susan read the Board Covenant. Bonnie served as process observer.

I. **Agenda:** Bob moved to accept the agenda. The motion carried unanimously.

II. **Members Forum:** George Lally reported on the solar powered light for the sign out front. He spoke about the new solar light, which was in part a donation by Patrick Feucht's company, Baseline Solar. Patrick and George worked together to install it and they are working on slight refinements. The system is more robust than it would have been if we'd bought it off the internet.

III. **Minister and Staff reports-** attached.

A. **Administrator's report-** no further comments made.

B. **Minister's report-** Don gave a brief update on the projection project, which is awaiting an estimate.

IV. **Treasurer's Report:** attached. The Capitol One account has been dissolved. The switch to Vanguard Fund is providing higher income than Capitol One. There are some upcoming expenses regarding the facilities that may use up the facilities contingency fund this fiscal year. Bill is preparing an extensive presentation on planned giving to be presented after a Sunday Service.

*Tim moved that we accept the two mortgage donations for the UUC. Bill seconded. The motion passed unanimously.*

V. **Consent Agenda and Old Business:** Tim moved to approve the minutes from December. The motion carried unanimously.

The Board discussed the Stewardship handouts and Budget priorities (attached). Bob observed that we should keep a focus on our ministries in our discussion of stewardship. The Board plans to focus on salaries, ministries, and financial stability in our stewardship efforts.

VI. **New Business:** The Board discussed the next steps for Strategic Planning and Visioning, and reviewed the current Congregational Covenant. The Board reviewed the ministerial appraisal and discussed ways to support our minister.

VII. **Action Items:** By email, the Board approved the following motions before the meeting:

1. *The Board approved the gift of \$1000 to the Grounds Committee.*
2. *The Board approved the Treasurer's proposal to move \$43,000 from the CapitalOne account to the Vanguard account for investment in funds recommended by the Finance Committee.*

*The Board approved all UUA discussion statements. Bonnie moved, and the motion passed unanimously.*

**VIII. UUC Anti-gun and Intruder safety policy:** At a recent event there were police officers present who were carrying firearms. There is already a policy banning firearms on the property. The Board discussed the need to communicate the policy more broadly. The Board will discuss developing an intruder safety policy with the Safety Committee.

**IX. Board Development:** Tim shared his journey in studying issues of governance. Tim has concluded that we need to change the way we do governance. We need to move away from management and towards our fundamental values. We should explore fewer issues at more depth during our Board meetings.

**X. Informational Items:** Pick up your letter announcing the Congregational meeting this weekend. We'll have a meeting in June to review Board policy.

**XI. Next meeting:** February 9 at 7 PM. Bonnie will provide refreshments, Jennifer will take minutes, Bill will provide the opening words, and Bob will serve as Process Observer.

**XII. Process Observer report-** Bonnie thought we did a good job of asking questions, even for clarity. Tim's journey made it softer and helped us get closer.

## UUC BOARD 2017 PRIORITIES

### **Support our staff and leadership:**

Additional staff

DLFD sabbatical fund

Leadership school or other support for our lay leaders

Increase minister's salary

### **Support our ministries:**

Youth ministry

Social action/social justice multigenerational project

Promote fun activities (music, dance, coffee house, social events)

Broader adult RE program

Provide "seed funds" for ministry initiatives

Congregation community outreach (beyond social justice)

### **Provide future financial stability for the congregation:**

Pay off member loans

Fully fund facility reserve fund

Partially fund operating reserve fund

REPORT TO THE UUC BOARD  
Don Rollins  
1/12/17

**BIG PICTURE:** One of the hallmarks of overall healthy congregations is their leaders' willingness to stick to what works despite push back. At 6-7 months into a one-year interim, core leadership often come in for their greatest pressure as some folks find themselves way out of their comfort zones.

This is just to encourage you to stay the course with the proven practices you've developed over the first part of our year together. As I've often said, your next settled minister and the boards that follow you will appreciate the seeds you're sowing. Hang in.

**WORSHIP:** I've given Ella and Jared my topics through May. I'm negotiating a date to bring Jim Scott, traveling UU musician to UUC in the next month or so. Per above, we're experiencing both positive and negative feedback on tweaking Joys & Concerns, but that's normal. It takes time to get it right. We will.

**STRATEGIC PLANNING:** The team has more or less settled on a streamlined process that will eventually come before the Board and congregation no later than the Annual Meeting.

**MHJM:** The group is doing the groundwork to establish a NAMI (National Alliance for Mental Health Affiliate) group at UUC.

**STEWARDSHIP:** The committee did not meet last week due to service cancellation, but are right on pace for a good campaign.

**PASTORAL CARE:** The Caring Team's coordination and visitations continue to be outstanding. I'm still involved in pastoral counseling, but do visitation only when the need arises.

**POSSIBLE LENTEN WEEK HOSTING:** The Blacksburg Ministerial Association is marking five consecutive Thursdays for Lent. I'm going to participate on some, but we've been offered to host one potluck/service. Some UUs might complain, but liturgical seasons are one of the best ways to connect with the local religious community. I'm checking with Worship and Ella to gauge interest. (The services all end by 7:00 so the overlap with choir practice should be minimal.)

**PROJECTION/MONITORS:** We have a very sleek mobile stand for the monitor. (Unfortunately, the donor wasn't satisfied with the construction, so unless there's a pocket of money, I'll treat it as part of my 2016 pledge.) Will Schneider, Tom Bube and I crawled around the attic last week, and Will confirmed a projector can be wired at the back of the sanctuary. I'm waiting for Will's estimate, and should have something firm by our February meeting.

CANDIDATING WEEK: Just making sure you know the projected dates: 4/30-5/7.

DEPARTURE DATE: I returned from OH a day earlier than planned, so I only used 3 vacation days for that purpose. I don't foresee any extended trips between now and the Annual Meeting. I'll be attending the annual Interim Seminar in April, but per the IM contract, UU-related events are not counted against my 8 weeks of vacation/continuing education. So, given I started in August, I'd like to use the remaining 53 days to leave soon after the Annual Meeting so I can spend some time at home and get ready for the next gig..

## **Administrator's Report to the Board January 12, 2017**

**Annual Certification with UUA:** I have submitted both financial information and membership/attendance numbers to the UUA (due Feb. 1). It is also requested that we participate in a poll of a Statement of Conscience (SOC) as seen below. In the past, the Board, as representative of the congregation, has voted on different issues as part of the certification. Therefore, I request that the Board vote on the SOC with info below.

### *Congregational Poll*

*For a Draft Statement of Conscience (SOC) to appear on the 2017 General Assembly Final Agenda, a minimum of 25% of all certified congregations must participate, and a majority of those congregations participating must vote in favor of placing the Draft SOC on the agenda.*

*This year's Draft SOC is entitled "Escalating Inequality" and the full text can be found online at: [uua.org/statements/current](http://uua.org/statements/current).*

*Your congregation may vote Yes, No, or Abstain.*

**Yes** means your congregation wants the Draft SOC "Escalating Inequality" to appear on the 2017 General Assembly Final Agenda.

**No** means your congregation does not want the Draft SOC "Escalating Inequality" to appear on the 2017 General Assembly Final Agenda.

**Abstain** means your congregation is participating only to contribute to the necessary 25% quorum.

*Congregations that do not wish to participate in the poll at all can opt out.*

*To view the complete text of the four CSAIs, go online to [uua.org/statements/current](http://uua.org/statements/current).*

*Congregations wishing to comment on the Draft SOC and/or suggest changes may do so by completing the Comment Form found at the web page shown above.*

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**Tax Letter Emails:** I will be back at work on January 17. Shortly after that the emails listing all 2016 tax donations to UUC will be sent out to all who donated.

**Kiosk Update:** After I had a mishap with the kiosks, staff decided they are unsafe and should either be fixed or discarded. The option of a scrolling monitor in the foyer displaying announcements was also discussed. The Building Committee will evaluate options. For now, the kiosks are remaining in the closet.

**Internet Update:** Korey Mercier and Bill Baker installed the new modem in mid-December, and internet is working very well. The one rented from Comcast has been returned saving \$15/month.

**Committee Meetings:** Attended Stewardship Committee meetings last month.

**Attendance/Members:** See online Google Doc.

## **DLFD Report to the Board – January 2017**

Submitted by Karen Hager, Director of Lifespan Faith Development

### **Registration**

- Current CYRE: 113 (unique children/youth)
- Children & Youth UUC “slots”: 166

### **This month:**

- OWL begins in January, with 11 children registered for K-1 OWL and 13 children registered for 4-5 OWL. There is a possibility of 1 more child being added to each class. 4-5 OWL has been moved to the Library to accommodate the large group. K-1 OWL (in which parents also attend) will be held downstairs in rooms 1-4. This age range does not require a lock-down of the church; we will be posting signs on the downstairs door and library door denying entrance to these areas unless involved in the program. We are also requesting a voluntary donation of a \$25 activity fee for participating congregants and a \$50 for non-congregants. OWL runs through April.
- CRE teacher recruitment for spring finished before Christmas, and training will be held later this month. It is scheduled for January 21, but, given this is the same date as the Women’s Rally in Washington, I’m checking to see if the date needs to be changed.
- Nancy Norton will be leading a class called “UU Prayer Beads” for Adult RE on January 25. Although most UUC congregants have never heard of this practice, it is widespread among other UU congregations. Participants will choose beads to make their own necklace, then learn a meditation, using the necklace. They take home the necklace and meditation for personal use. We will be following up this class with one on Meditation Art in February.
- Planning is starting this Sunday for a Jeopardy fundraiser, to benefit YRUU. Thanks to Linda and Joe Powers for heading up this effort!

### **Consulting**

UUCR is currently recruiting teachers to launch a revamped CRE program on February 5, with 4 RE classes plus the Nursery and YRUU. Much work is happening to prepare for this!

### **The Hatred Horcrux**

Last month, I made a decision to write a new Horcrux for Dumbledore’s Army (*Gr. 4-5: Harry and UU*) called The Hatred Horcrux. I have been hearing concerns from children and families over the incidents of racism, xenophobia, etc. that have been reported, and a desire to do something about it. I wrote the Horcrux over my vacation (I’m retaining the copyright, as I have for previous written works) and plan to add it to the current curriculum for sale, and to offer it free of charge to those that have already purchased the curriculum.

UUC will be replacing The Child Slavery Horcrux with the Hatred Horcrux in January, and will begin fighting this Horcrux on January 8. Dumbledore’s Army will be:

- Learning what the Horcrux is and statistics on prevalence, and where to learn more information.
- Learning how to make their voices heard.
- Learning how to act if they are a witness to the Hatred Horcrux (similar to anti-bullying techniques already taught in MCPS).
- Becoming a participant in the Actively Caring for People movement ([www.ac4p.org](http://www.ac4p.org)), learning to practice the magic of kindness and love.

At no point will the conversation focus on particular political beliefs or candidates. The class will be focusing on particular acts of hatred and how to fight back.

It’s a very big topic to take on for only four weeks with this age group, but my hope is that I’m providing enough information to families to allow them to fight further, as a family, for what’s important to them. The congregation will also receive information on how to join the fight.

If you would like further information, or would like to see a copy of the class, just let me know.

**Minutes of the Endowment Committee**  
**4 January 2017**

1. Attendance: Dennis Moody, Joe Powers, Linda Powers, Johnny McCord, Bill Baker, Don Rollins
2. It was decided to wrap the Endowment Committee into the Planned Giving Committee since endowments are a part of planned giving. Planned giving concerns the future of UUC, not the current budget and financial issues. The Finance Committee will strictly meet around current finances and budget issues.
3. The endowment survey, which 19 people responded to, was reviewed. Significant interest is expressed in community outreach, future expansion, religious education and promoting leadership. Other interests were noted as well.
4. Bill discussed the vehicles by which funds can enter an endowment including wills, trusts, life insurance proceeds, cash, some bonds, securities, retirement plan assets.
5. A suggested document regarding the establishment of an endowment committee (now included in planned giving), number of members, appointment of members, term of office, liabilities of members/committee was discussed and amended. Bill will distribute the final copy of the document for all members to review and approve.
6. Enabling resolutions of an endowment fund or funds was discussed in detail. Good input was had from all members. It was decided to concentrate on a general fund to start. Input was given by all members of the committee. Emails will be sent to Bill who will collate them and draft a proposed document to be approved and/or amended by members.
7. Discussion regarding the relative advantages and disadvantages of using the UUCEF (Unitarian Universalist Common Endowment Fund) versus Vanguard. Overall, the committee felt it best to pursue UUCEF given their socially responsible funds and management. The minimum initial contribution to the UUCEF is \$10,000.
8. Discussion was had regarding how to raise the initial \$10,000 to start the endowment fund. One suggestion is to ask people in leadership positions to contribute \$500 to \$1000 toward the fund. Another suggestion was to create a match between leadership members/friends and the congregation at large dollar for dollar. There seemed to be good agreement regarding the latter suggestion.
9. Bill mentioned that he had a brief PowerPoint presentation about Legacy Giving followed by a discussion to be held after an upcoming Sunday service. Committee members, as able, will be present to help answer questions. Brochures and related materials will be available.

Action items:

1. Send emails to Bill who will draft an enabling resolution for review by members.
2. Begin a matching program to raise the first \$10,000 to establish the "general" fund through UUCEF.
3. Bill is to send out the final document mentioned in #5 above.
4. Set up another meeting within a month perhaps in late January. Linda will create a Doodle form to set meeting.