

12/15/15

UUCNH Board Meeting

Board Members in attendance:

Dennis Doubleday

John Brobst

Dawn Lindsay

Joyce Kepner

Mark Draa

Randy Minnich

Rachael Smart

Ex Officio in attendance: Ellen Saksen, Greta Porter, Scott Rudolph

Ivan Baumwell

Absent:

Bob Delaney

1. Consent Agenda

- a. Previous Month's Meeting Minutes
- b. Committee reports
 - i. Piin – SR renewing activity
 - ii. “Green Team” – Carol B and SR meeting to approach two congregants about leading team
 - iii. TCT – action plan needed to start “step-down” process – but there are a lot of documents and we don’t exactly know what we are going to do with them. BD and RM and SR – meet and start developing vision statement
 - iv. Executive board to be body to address shared ministry vacancy
 - v. Rentals – we rent too much for too little; time to rewrite rental policy? 6 years from last price increase; would need an increase to at least account for inflation. Board needs to approve year-long rentals. Invite Kathryn to next meeting to discuss prices? Discuss in advance and lead with gratitude. We don’t want to micromanage but we’re responsible for oversight. Current large contract might be willing to revisit. Is it even a contract? Kathryn wants board to find some support. Consider making rentals a la carte (audio, cleanup, kitchen, space, 1st/2nd floor etc). #1- Kathryn needs a team (wranglers, gatekeepers, rental team to prep building, walk potential renters around space, restock space after events) although Lynne and office support her now. Help wanted sign on bulletin board? Specifically ask someone to help or increase pay? What we need are volunteers for committee. Or – is this additional admin responsibility as opposed to relying on volunteer. Get second opinion from Richard Parobeck? Create task force – Joyce K, John B, Kathryn, will invite Richard Parobeck with goal of evaluating current rental process; contract, pricing, available resources
- c. Approval – RM first RS second, unanimous

2. Action Item Review

- a. All items either done or in process

- i. Safety policy – what is goal; how to keep congregation safe/role of head ushers, emergency process and list of numbers. Need to give whoever is here some direction about what to do in emergency. At the very least an obvious list of numbers/chain of command for ushers. Could we consider training at the church? Yes!
- ii. Deferred action – any progress on the jobs/opportunities board with Randy?

3. Goal progress review

- a. Dawn – gathering info from committee of chairs re: information management; would be good for incoming chairs to have access to all old documents in one place to understand work that has gone on. Outcome is to have good picture of what committees are doing now and what they want to do in the future
 - b. BD make a first pass on vision statements from TCT and report back to board
 - c. LDT/Connections team conundrum – not a board goal but we could help these teams to do better; board liaison role to get feedback and learn how to support them. Are we having volunteer policy because we don't make announcements in church anymore? Move to strike 3a/3b and replace with revision of rental policy? WAIT!!! – language WAS changed in August and was not captured – focus was on volunteerism – DD sent new language and it includes task force of DL, RS, IB, RM; they will come up with plan. Each month have committee chair give testimonial about their committee. Add a note on FB/blog/Intercom and reinforce with bulletin board.
 - d. B&G situation – we have a team now (indoor and outdoor) but we still need to address systemic issue and figure out how to maintain solution in long term. Board liaison to work with Ron and team?
 - e. RS to print out board responsibilities list and bring to next meeting
 - f. DD – put out notification of jan congregational meeting
4. What are we going to do with Black Lives Matter? Lift it up to congregation at Jan meeting that the board is doing the right thing. DD add to Jan meeting agenda

Adjourn – 9:01 RM first, JK second, unanimous

Congregational Meeting: Sunday Jan 24, 2016 - 12:00 - need agenda

Tentative annual meeting 5/15/16

Next meeting: January 19, 7:00 pm

Action Item	Responsible Party
Create task force – Joyce K, John B, Kathryn, will invite Richard Parobeck with goal of evaluating current rental process; contract, pricing, available resources	JK JB KF
Report on job/opportunities board progress	RM

Publish notice of January congregational mtg	DD
Add Black Lives Matter to Jan congregational mtg agenda	DD

UUCNH Board Agenda

December 15, 2015

7:00 PM

1. Welcome & Chalice Lighting - Mission Statement 7:00
2. Consent Agenda 7:05
 - a. Previous Month's Meeting Minutes
 - b. Committee reports from liaisons
 - c. Approval
3. Action Item Review 7:15

Action Item	Responsible Party
Board Bravo -write thank you for work at cluster	DD DONE
What is fee for most recent long-term rental?	JB DONE – see consent agenda
Better understanding of timing and cost of John Ballance ordination	SR
Inform Lindsay that Wed collection to pay for pianist	SR DONE
Look into safety issues and policies	SR

4. Goals Progress Review (Dennis) 7:30
5. Adjournment 8:00

Board Huddle

Packet Contents:

Minister's Report

DLFD's report

Liaison Reports

November Minutes (separate attachment)

Minister and DLFD Reports

Minister

Ministers Report to the Board – December 2015

Happy Holidays to you all! Hanukkah, Christmas, Kwanza, Solstice, Rohatsu, Chalice, Festivus... Whatever you celebrate this time of year, may it be full of love!

I draw strength from this community. Quite frankly, the world feels topsy-turvy and all out of whack right now. People are acting out of fear, hate, and exclusion here in our country and abroad. I take heart in knowing I am part of a community that proclaims openness, love, and inclusion. There is no other way. Hate breeds hate. Love breeds love. I am so grateful to be a part of our church that boldly professes to stand on the side of love. This is not always easy. But it is what we are called to do. Thank you for being leaders in our church. You are the people, of the people, that are helping to create this space and community that we all so deeply need in these difficult and uncertain times.

PIIN (Pennsylvania Interfaith Impact Network)

Our congregation is a member of PIIN and has been for about 10 years. This is a financial commitment each year and also yokes some of our justice work to this group. They are the interfaith justice coalition in Pittsburgh, and I am glad we are a part of this justice seeking group. Being in the suburbs, our relationship with this urban driven justice group has been a challenge over the years. Sue Broughton, Carol Ballance, and Tassi Bisers have been our champions. In my first year here, I learned a lot about PIIN and about the Gamaliel Foundation upon which PIIN is organized including a weeklong conference. Unfortunately, the organizer that PIIN assigned to work with our congregation my first years was not a good fit. (Too aggressive. Unable to be responsive to our situation. I would be glad to have a more in depth conversation with any board member about our history with PIIN in my time here.)

We have continued to support PIIN though the last years, and I have done so as our minister. This month I returned to the PIIN Clergy Caucus that I stopped attending two years ago. I feel that given our work for racial justice, I need to be in relationship with ministers of color for both guidance and accountability. I was very cautious in returning to this high pressure group that advocates for justice. I have a hard time being a part of something and not committing fully. I am currently the leader of our Pittsburgh Cluster ministers group, Vice President (and incoming President) of the district ministers association, and the co-leader of NORTH, the North Hills interfaith coalition. I was reluctant to engage PIIN again for fear of time and commitment. Though I realized that what was at issue here was my own fear of my inability to hold boundaries. My priorities remain family first, then our UUCNH congregation, NORTH, (our North Hills interfaith group), and then the wider ministry I can offer into the world. Grounding in this, I am excited to reengage PIIN. This holds promising things for our congregation in our future years.

NORTH

Speaking of NORTH, this interfaith group I was a part of starting years ago has always had a hard time finding issues that our diverse congregations could gather around. But one area we have always done well is standing side by side with one another in hard times. Front page! <http://www.post-gazette.com/local/region/2015/12/12/Interfaith-group-NORTH-defends-Pittsburgh-mosque-in-word-and-deed/stories/201512120058>

I am a proud minister to be doing this work, and our congregation should be proud that this is what their decision to have professional ministry at the church includes. I hope that our congregation understands that in having me as a minister, of our congregation, my call is not just to serve the members our church, but rather to answer the larger call of Unitarian Universalist ministry in the world through the context of our congregation. Hmm... Maybe there is an intercom article coming heres oon...

Elders

This past couple months have been significant for our church in that we lost three beloved members. They were all older members who were not able to regularly attend. Helen Hilton, Adela Burns (mother of member Emily Burns), and Norman Hewitt. We held services at the church for the latter two. Our church still supported and connected with these people after they could not be with us on Sunday morning through my ministry but even more so, through our Lay Pastoral Care Team. It is humbling to be a part of a community that guides people lovingly into death and their families into their processes of grieving, remembering, and continuing on with the memories of their loved ones.

Green

There is a unrealized potential at our church around environmental concerns. A donor gave a sum of money two ears ago to this end, and it sits waiting. Over forty people in our congregation have attended random events sponsored by the congregation about environment related issues. Climate change is an issue that resonates with the majority of our congregation. The minister feels passionately about this moral and justice issue (I was the only UU at the 350 climate change rally downtown on Saturday ☺!). What has been missing is congregational leadership. Carol Ballance, chair of the Systemic Change Team, and I are committed to pulling all these things together in the coming months. Very exciting stuff.

Threshold Congregations Team and Committee on Share Ministry

I gathered the TCT together this past month for a nice evening of recollection and celebration as we looked at the work we had accomplished over the past two years. They were proud of their work, as they should be, and were glad to be released. The culmination of this work calls two questions:

1. What does the board want to do with this data? Go forward with a vision statement? Strategic plan? How might this intersect with what the governance task work?
2. The TCT was actually a dual functioning group. They were previously the Committee on Shared Ministry and then were tasked by the board to accomplish a new set of duties related to the Threshold Congregations Team. It does seem that the members of this committee (these two

committees) are all ready to step down from service in these areas. We should be thankful. I know I am. Paul Cox, Barb Draa, Kathy Miller, and Chris Hill were the members of the CoSM during my first years of ministry and provided a valuable space for all of us to consider my ministry and our church in my first years together. The group added Michelena Wolf once it transformed into the TCT and continued to do great work, less focused on me and my ministry and more focused on our church and our future. –

And so. I am not sure what the next move is. I believe this will be part of the Governance Task Force work in deciding what our structure will be. My suggestion is that in the interim, I would look to the executive team of the board as the internal group that I would bring issues of concern that may have previously gone to the Committee on Shared Ministry.

With immense gratitude,

Scott

Director of Lifespan Faith Development

Lifespan Faith Development

Report to the Board

December 12, 2015

I write this on the eve of our annual holiday pageant which I always look forward to. Robyn Travers and our classroom coordinators have worked well together to coordinate classroom preparations.

The Children and Youth Faith Development Committee met last week. While pageant preparations dominated the meeting, some planning for our January teacher brunch and hope for a March classroom open house were also mentioned.

Our Coming of Age Program is going very well with a terrific group of 5 youth and their 5 mentors.

As we only had a couple of classes because of the Thanksgiving holidays. I will include that attendance in my next report.

Young families will have a holiday party next Saturday and my hope is that this will give parents and children an opportunity to make connections.

Adult Faith Development

Our Covenant Circle facilitators reported that things are going so well they opted out of a facilitator meeting this month. Scott has done a great job of developing session plans for the Covenant Circles that are focused on the month's preaching theme.

BEACON met last week for their last session and it was well attended with over a dozen. Scott joined their conversation about what comes next for racial justice programming. Michelena Wolf recommended a four session curriculum which we may offer at two different times to accommodate more people. Interest in racial justice is not going away.

Kip Ruefle has enthusiastically taken over leadership of the Drum Circle. I hope this is able to reinvigorate interest.

Sandy Faulkner and Richard Parabek are planning to offer a two-Saturday program on goal-setting in January.. I plan to assist them to promote UU principles and values and be sensitive to the needs of participants.

Professional

I am on the Liberal Religious Educators Association Committee on Mentoring. This Committee matches people working towards the UUA RE credential with mentors. I have been busy setting up an on-line training for perspective mentors that will run from January to June.

I serve as a Good Officer for my LREDA chapter, assisting my colleagues to be their best professional selves when they call on me.

Wishing the Board happy holidays,

Greta

Liaison Reports

Dawn Lindsay

Fundraising: Date of the rummage sale is May 13-14. Contact person Elizabeth Erbrecht. At the last Board meeting it was recommended that no more drop off dates be set until spring. Focus is on gathering a team of volunteers for the sale. Team will meet after the first of the year to set drop off dates.

Communications: Communications Team did not meet in November. The team continues with goals of boosting blog posts, increasing outside advertising, and working on a strategic marketing plan.

Bellwood: Bellwood hosted an Open House on November 14th, which UUCNH advertised in the e-news and announcements. Currently there are three vacancies in the afternoon class.

Bob Delaney

Stewardship - the team continues to firm up plans for the Lead Pledger Thank You event (scheduled for Feb 27/28), and for the main Stewardship event (scheduled for March 19-20).

Connections Team:

- New member events are scheduled for the rest of the church year
- The annual roster review is in process to identify members who do not have a financial contribution of record in the previous church year. The goal is to complete this process and remove inactive members prior to the UUA certification due at the end of January 2016.
- The team has also scheduled a broader roster review in January with additional knowledgeable folks to identify visitors who should be updated to friend status, inactive friends who should be removed from the roster, and also to identify MIA congregants who the Connections team can follow-up with to make sure all is well.

Helping Hands - nothing to report

Mark Draa

No consent agenda items.

Rachael Smart

No consent agenda items.

Randy Minnich

No consent agenda items.

Joyce Kepner

No consent agenda items.

John Brobst

Finance Committee

The Finance Committee has chosen not to meet this December.

Facilities Use Committee

BOARD REQUESTS

Kathryn has changed the rental agreement to conform to the board's request. She's also made a change for an issue that came up during the last Vegan Festival meeting:

- 1) Board issue - adding state-required childcare guidelines to the rental agreement.
- 2) Board issue – adding excessive trash disposal guidelines to the rental agreement.
- 3) Altered the “no animals inside the church” policy, to include an exception if it is a service animal.

Attach is a PDF copy of the Facilities Information document. Changes made are highlighted in yellow.

MISCALCULATION - Kathryn's miscalculation of the Evening Star Dance revenues: She stated that rental was \$85 a day equaling \$3,060 for 36 weeks. She meant to report that it was \$85 a week for 36 weeks.

RENTAL INCREASES & RENTAL PRICE INCREASES - I personally find \$85 a week for 3 sessions a week unacceptable. I've discussed with Kathryn rental price increases, and increases to gatekeeper pay. Here is the response that I got back from her:

Organize a wrangler group/gatekeeper team to oversee the rentals after they are reserved and deposit paid.

Once the support group is in place I can review the rental prices and I can test them. As far as the gatekeeping fees go I can test those to see if this has any impact on improving the ease of volunteers. There should be a balance between the rental fees and the gatekeeping expense.

I cannot stress any harder that the number one priority is the support group for rentals. It can be a work in progress and develop but some team must be in place to manage the rentals. Otherwise I must recommend stop adding new rentals and I will attempt to work with the current process as best with the current rentals reserved.

Thanks - Kathryn

As I've said before, I empathize with Kathryn in her need for a support group. In this last Committee of Chairs meeting Kathryn connected with Bruce Travers who seems open to expanding the Wrangler group to help meet her needs. She was encouraged by this, but only time will tell if it comes about. The other aspect of renting is how many more rentals do we want to do? Kathryn has spoken with Scott and is aware of his concern that multiple rentals could interfere with the church's own activities.

Regarding rental prices: I am not advocating that the board supersede Kathryn's authority. But it seems to me that the church should initiate a minimum price for renting any portion of our facility. The Evening Star rental is an example. Evening Star is getting a room to do their dance classes for \$28.34 a session, hardly enough to pay for electric lighting and bathroom supplies. Perhaps a minimum price of \$40 to \$60 a session should be considered. In addition, isn't it time to consider an increase of all rental prices to help offset inflation? It was 2009 when Carol

Ballance last calculated rental prices. I used US Rentals Calculator, and another inflation calculator to determine accumulated inflation rates since 2009. The two figures produced were 10.75% and 10.9%. I personally feel that it is time to consider an increase of 10.5% or 11% starting either the first of this coming year, or the first of our fiscal year in July. For some reason that I don't understand, Kathryn seems reticent to do this. However, when I talk with her she is insistent that a price increase should be left up to her.

CHURCH OCCUPANCY RATE – Ron Smart has taken this on. He is meeting with the fire inspector to determine the church occupancy rate. He is also checking with the inspector about whether there is enough inside space around the outside sanctuary exit doors.

PARKING LOT SPACE – The work Moreth has done to increase parking space in the overflow area has led Ron and me to forgo doing anything about it. We measured the area and calculate that we have parking for 137 vehicles. Also, the Vegan Festival parking issue was not as bad as first believed. The attendant was able to fix the problem within minutes, and by doing so satisfied the angry person. Unless we detect another such problem we feel nothing more needs to be done about it.

Memorial Garden

Nothing new to report

Ivan Baumwell

No consent agenda items.

