

Unitarian Universalist Church of the North Hills
Board of Trustees meeting
02-13-2014

Meeting called to order at 7:08 pm

Present: Ed Rockman, Mark Draa, Bob Delaney, Scott Rudolph, Greta Porter, Amy Wilks, Lynn Richards, Rachel Smart, Rob Willig, Susan Powers, Midge Miles, Carol Balance, and Andrew Zadnik (Secretary)

1. Welcome and Chalice Lighting – Mission Statement

2. Consent Agenda

- a. The committee reports and Leadership Development Team update were noted, as provided in the meeting prep. packet.
- b. The group discussed the minutes from the last meeting as they pertain to the Director of Lifespan Faith Development job description. It was decided to leave the minutes as they are.
- c. With no further discussion, the consent agenda was approved.

3. Finance Committee Presentation – Dennis Doubleday

Dennis provided a review of current finances. There was discussion of returning the security deposit for the little house. Overall, the church's finances are in "decent" shape since January, despite increased snow removal expenses.

4. Stewardship Presentation – Carol Balance

Carol gave a presentation on the upcoming stewardship campaign. The campaign is using the theme of the "S.S. StewardSHIP" in its presentations and brochure, e.g., "Money is the wind that fills our sails." This year, there will be more direct talk about the need for money to support the church. It was noted that there may be some push-back to this approach.

On February 23, the campaign organizers will present the "Ship" metaphor painting to the church. On March 16, the UUA's Fair-Share guide will be presented. Also on March 16 will be a formal "thank-you" event for lead pledgers at the Geiger's home. Lead pledgers are those who give at least \$3,000/year. Finally, March 23 will be Stewardship Sunday, where members will be asked to complete their pledge cards. On that day, after the service will be a R.E. open house (all are encouraged to attend), followed by a catered lunch.

The question was posed as to whether any members of the Board have major concerns or issues with talking more directly about money. There was general consensus expressed in support of that approach.

5. Threshold Congregation Team – Paul Cox

Paul updated the group on the TCT's recent activity. On March 1, the team will meet with other threshold program churches in Akron, OH. In preparation for the meeting, the team was asked to think of 3 successes of the program, 2 challenges, and what the team is currently doing.

3 successes:

- 1) The Dream Sessions, for (a) getting people to tell what they envision for UUCNH in 2020, and (b) for awakening the idea of thinking about the future.
- 2) The information, ideas, and concepts that the congregation had at those sessions. An emerging will of the congregation.
- 3) The identification of the focus areas (the ministries).

2 challenges:

- 1) It was much harder to get just the right questions to ask at the Dream Sessions.
- 2) The team underestimated the workload. It was a lot tougher, but a lot of fun.

What the team is doing now:

The team is currently trying to figure out its next steps after identifying the concepts brought forward by the congregation. Also, they have taken a tentative step towards looking at demographic information. That information may cost some money. However, they first will determine what is needed and why.

There was discussion as to how the Board should interface with the TCT. There was agreement that it's useful to be updated about every month. One concern is whether the team is getting enough guidance from those churches that began the program before UUCNH. That is why an update would be good. Also, the Board needs to be clear with the team as to what the product of this work should be. One outcome should be a strategic plan. This plan will be a guiding document for the Board. It should affect budgets, set concrete actions/objectives, and celebrate the goals that are met.

The TCT requests the Board's continued support and interest. Ed's beneficial role as liaison was noted.

6. DLFD Job Description – Scott

Scott continued the discussion of the job description for the Director of Lifespan Faith Development. He noted that he is responsible for working with Greta, and the Board has more

of an oversight role. It was suggested that a taskforce be set up to work with Scott. However, there was no consensus for that approach.

Scott responded to suggestions from the last Board meeting. He does not think the DLFD job description should include primary and secondary responsibilities, because no one aspect of the position is more important than another. Also, separating out those responsibilities related to children and youth does not address all the other services provided to the congregation.

There was a comment that the church should have some way of elevating children's faith development as a primary goal. While the adults have other leaders in the church, the children need extra attention and guidance. Further, while Greta selects the curriculum for the children/youth, the adult program ideas are, for the most part, driven by members of the congregation.

In response, it was stated that child and adult education are integral and not divided. Also, while adult programs are proposed by church members, the DLFD approves and cultivates the programs.

It was suggested that the CAR documents for adult programs and children's programs be consistent with the DLFD job description.

There was general consensus that the revised DLFD job description is consistent with the Board's goals, and is acceptable for implementation.

7. Task Force on Restructuring – Rob

Rob updated the group on his assessment of restructuring the Buildings and Grounds Committee. One finding is that the Buildings and Grounds model we now have is not sustainable. It has worked so far thanks to those who have been involved. Up to this point, 2-3 people have been doing everything. One finding is that we need a bigger budget to hire much of the work out. The Buildings and Grounds budget should be 2-4% of the cash replacement value of the church. Based on the current assessment value of \$1,080,300, the budget should be \$21,606 - \$43,212. Also, the committee members' responsibilities should be split as follows: 1) Building; 2) Grounds; 3) Bellwood; 4) Little House. There should be 1 person responsible for each component. Further, there should be a master list of "go-to" contacts and contractors.

Rob will continue his research and talk to other churches.

8. Update on Little House Status – Ed

It is estimated that it will cost more than \$12,000 to update the house to get it ready to rent. However, there are no decisions to make at the moment.

9. Policy Task Force – Mark

a. Coffee Hour Policy. There was discussion about what committee that policy should fall under: Sunday Services, Kitchen, or Hospitality. One of the latter two may make more sense. Although, now with a Coffee Hour Coordinator in place, the committee doesn't matter as much. The decision can be left to the CAR Task Force. The coordinator will get a CAR document, be responsible for following guidelines, and select their successor. If a successor is not selected by the former coordinator, the Board will decide. It was suggested to change the policy to allow individual members to decide not to host coffee hour.

*There was a motion to accept the Coffee Hour Policy as amended. Motion by Midge; second by Amy; approved.

b. "Policies" adopted before the new Policy codification. The task force is discussing the need to review past minutes to see if any previous decisions on various matters were made official with approved policies.

10. Joint Assembly of OMD and St. Lawrence District – Midge

The joint assembly will take place March 28-29 in Erie. It was suggested that an active Board member attend. Midge and David will be attending. A registration discount is available since we are a Fair Share congregation. The meeting will be a good opportunity to make contacts as the districts combine into the CERG.

In other District news, an Allies for Racial Equity Conference will be held March 14-15 at Rocky River, near Cleveland. Scott will be attending.

11. Strategic Goals – Brief report from each strategic chair

Due to time constraints, reports were given only if necessary.

- CAR Task Force: the committees have provided everything requested. Some CAR documents will be presented for approval at the March and April Board meetings.
- Communications Task Force: The group discussed the next recipient of a Board Bravo.

12. Other Items

- The group acknowledged Bob Delaney for completing the UUA certification.
- It was announced that Sharon Pillar has agreed to lead the Green Sanctuary Program Task Force.

A motion for adjournment was made. Motion by Susan. Approved.

Meeting adjourned to Board Huddle at 9:05 pm.

Respectfully submitted by Andrew Zadnik

Approved 3/13/2014