

UUCC Board of Trustees
November 19, 2019
6:15 pm

Attendees: Chen Zhang, Jon Littlefield, Wendy Sapp, Mandy Cowely, Mandy Goheen, Iris de la Paz, Nicky Ozbek, Dave Benn, Roger Davis

Opening Words/Chalice Lighting: Read by Jon Littlefield

Check In:

Consent Items: Approved

- Minutes:
- Treasurer's Report:
- Vice President's Reports
 - Outreach
 - Religious Education
 - Resources
- Staff Reports
 - Minister

Read Covenant

Decision Items

- Committee on Ministry has requested to add a 4th member to committee: a motion to add a contributor until by-laws are voted on.
- Creation of Incident Report: Approved

Informational Items

- Format of Minister's Report
- Multiple roles on Sunday morning when board rep-- Be sure that you can complete all responsibilities and to communicate with the other board rep before Sunday if there are any limitations on what you can do (e.g., commitments before or after service).

Training:

- Chapter 6: Wendy

Executive Session

Next Meeting:

December 17, 6:15-8:15 pm

- Opening and Closing Words

- Postpone Chapter 7 and Jon will cover in January
- Chapter 8: ???

Check Out

Closing read by Jon Littlefield

Reports

VP of Religious Growth, Emily Sartain

The Youth RE program is supporting 2 upcoming holiday events, the labyrinth and the holiday pageant. Wendy is coordinating the labyrinth, set for December 20. Iris is coordinating the holiday pageant.

The teen-led worship service, originally scheduled for November 24, has been removed from the schedule. I am not aware of what led to that decision being made, nor is the RE Committee. RE teachers and assistants need to be scheduled for that week, since it is no longer a multi-generational service. The RE program is struggling to staff the Saplings classroom with a third volunteer required to split the class like I mentioned in my report last month. It is typical that at least one classroom has a vacant teacher or assistant slot on Sunday mornings, leaving only one adult in the classroom, so while it may be best for the students in the Saplings room for the class to be split, it may not be feasible. We are still trying. We have lost some experienced RE volunteers in recent weeks. They cited increased levels of stress and lack of support in the classrooms. The RE committee has plans to convene as soon as possible to attempt to address these issues.

VP of Outreach, Jon Littlefield

Membership: We installed 5 new members during the new member ceremony earlier this month. Membership committee has not yet met, this will probably happen after the first of the year as Rich Dwyer is doing Santa duty during this season.

Communication: I'm working with Steve Hollingsworth to put together a recurring promotional announcement on WUTC rather than simply one-off events such as the rummage sale or vinyl cafe. Steve put together some announcements some years ago that we intend to cycle through, probably pulsing heavily once per week. He also has requested that Mandy place a notice in the bulletin about donating to WUTC through the church which ran last Sunday.

Social Justice: (From Judy Gallagher) I don't have an update I can think of from what I last sent you unless you just want a Share the Plate total update since last month... We are rescheduling the book discussion on White Fragility to January (was supposed to start 11/10). We could use help in spreading the word about this project. I'm guessing Melissa (who is running it) didn't think about publicity and few people have taken books from the office to participate. Once I have the rescheduled dates from her, I'll help spread the word!!

VP of Resources, Dave Benn

The Wowzers (Sally and ad hoc team including myself) are leading the effort to purchase a new cheek mic and perhaps replace the podium mic using Wowzer funds. This is part of a larger effort to upgrade the sound system, which may also include new speakers pending cost estimates.

I am reviewing our heating and cooling systems, starting with the thermostat settings. I intend to have our regular contractor (Malone) evaluate thermostat placements (basement hallway, office location) and move them if necessary for more efficient service. [The basement heating/cooling system is running almost continuously, and the Fellowship Hall is not on a thermostat.] I want Malone to evaluate the cost effectiveness of replacing the oldest system on the roof; the Church has a reserve fund of \$15,000 to replace this system.

Treasurer's Report

October 2019

Balance Sheet (Assets and Liabilities)

1) The Very Temporary account (2350) included two deposits – one from the Installation as a donation for the Living Tradition Fund (\$407) and one from Wake Now Legacy Challenge (\$603). The donation to the Living Tradition Fund was paid, leaving a balance of \$603.46 in the Very Temporary Account.

2) The Money Market account contains a hefty balance. I will ask Finance to consider whether and when we should split off some of that balance (and to where).

Income/Expense Statement (Incoming versus Outgoing Cash)

1) The current year pledges (Account 4030) for October were considerably lower at \$10,350.59. We have brought in more pledge income (current year) than the year-to-date budget by \$10,354 (rounded). Compared to the same month last year, we are approximately \$10,119 lower this year than last year.

- 2) Sunday Offertory (4050) and Prior Year Pledges (4040) are higher this year than last and compared to the year-to-date budget.
- 3) Total expenses increased \$14,867 (rounded) compared to last year. However, expenses for the year at this point are still \$1,209 less than budgeted.
- 4) Total income for October = \$13,962.41. Total expenses for October = \$24,791.78. Excess expenses over income for the month (i.e., "loss") = \$10,829.37. Year-to-date we still show a "gain" of \$16,337.76.
- 5) We received \$637.00 in Miscellaneous Income in October. This was a refund from Faith Forward. They said we had paid in full, but continued to bill us. Mandy and a rep from Faith Forward caught the error in a phone conversation.
- 6) Worship Programs (6170) total expenses, while lower, still run higher than budgeted by about \$279. Still overspent compared to budget were BOT Retreat/Quarterly Council (6002), Fellowship (6130), Security (6335), Lawn Care (6372), Flowers/Gifts (6415), Postage (6440), Credit Card/Paypal charges (6506), and Electricity (6581). Some of these will even out. Some were inadequately budgeted for this year.

Endowment

The Endowment Fund statement was not available at this writing. It appeared the balance was \$101,642.07 on October 31.

Fidelity T-bills

The statement for the Fidelity account, which contains the T-bills (former CD's), was not available, as of this writing. The total on October 31 appeared to be \$60,048.05, a gain of about \$145. The Duncan T-bills portion of this account will mature in mid-November, so interest will be transferred to general operations after that.

Minister's Report to the Board of Trustees for the November

Rev Mandy Goheen

Drafted 11/13/2019

With this report, I will be using the categories in Fulfilling the Call (book in my office if you want to take a peek) that corresponds to the Preliminary Fellowship Evaluation, which will need to be turned in by **July 1 of 2020**. This report will be shared with the Board and Committee on (Shared) Ministry monthly as a tool for evaluation.

1. Health of the Congregation This category is not on the evaluation but will add context to the report.

- A bit of grumbling this month about introducing children to gender pronouns. I responded in the newsletter by affirming my opinion as a parent. I want my kids to learn about gender and sexuality. That's what brought me to UU and kept me coming back. I will continue to teach and learn along with the congregation as our understanding of gender issues continues to expand.
- Uggh we have to work on communication! Conversations on Facebook, email, and in-person hamper good decision making and foster triangulation.
- We need an incident report crafted so we can better document situations of concern in our community.

2. Worship and Rites of Passage *Knows how to prepare holistic, inclusive worship and rituals for life passages; Demonstrates awareness of multicultural and multigenerational approaches to worship; Prepares and delivers engaging sermons, homilies, and reflections; Works collaboratively with professional colleagues and lay worship leaders; Uses arts to create multisensory worship; Integrates theological theory and practice.*

- I am really enjoying preaching/crafting worship and feel like I will continue to improve as my relationship grows with the congregation.
- I attended the Sunday Service Committee retreat where they agreed to change the name back to wowzer and created a mission statement.
- I have been actively recruiting guest speakers from the congregation and beyond and I feel confident we will have a great line up for the coming year with a diversity of background and subject matter.
- Taking the Prepare and Enrich curriculum to better serve those seeking premarital counseling
- Planning a child dedication service soon - lots of new babies and little ones.

3. Pastoral Care and Presence *Can provide pastoral care, recognizing differences between pastoral and therapeutic counseling; Demonstrates healthy personal boundaries and knowledge of professional ethics; Has awareness and skills to respond appropriately to sexuality, mental*

health, end of life, and relationship concerns; Understands cultural and generational needs in pastoral care.

- This is an area where I will need to continue to build trust with the congregation.
- Our lines of communication need clarifying.
- I would like to speak to the Nominating Committee to help find one or two more folks to join the pastoral care team that currently is Wendy and me.

4. Spiritual Development for Self and Others *Models spiritual depth in personal practice; Articulates philosophies and theories of teaching and learning; Models accountable engagement with diverse spiritual traditions and communities; Demonstrates understanding of multi-religious knowledge and practices.*

- Admittedly this is an area I need to work on
- I attended four worship services during my ministry retreat
- I am currently looking for a spiritual advisor

5. Social Justice in the Public Square *Is engaged with critical justice issues in the local community and in the larger world; Can apply the lens of power and privilege in the areas of antiracism, anti-oppression, and multiculturalism; Understands basics of community organizing and value of broad-based coalitions; Connects the history of UU justice engagement to the present*

- Attended Pride Fest and Walked in the parade with my new favorite t-shirt that says "This Pastor Loves You"
- Continued building of relationships with community leaders and liberal clergy group
 - UUCC will host a lunch for Interfaith Clergy Group with Iris (Iris started this tradition last year and deserves all the credit) help this Thursday
- Trying to incorporate counter oppression into all parts of learning and worship

6. Administration *Is prepared to manage staff and volunteers; Has a basic understanding of budgets, stewardship, and fundraising (and the theology thereof); Understands role as a minister within a mission-based institution; Articulates understanding of conflict management and obstacles to healthy organizational functioning.*

- Have been engaged with the Personnel Committee
 - advising on technology and content for the updated Personnel Manual
 - Mandy C has purchased new more professional nametags for myself and staff
 - Discussed staff needs as well as my needs for staff
- Meetings
 - Weekly Staff Meeting - our schedules have made this difficult for the past two weeks.
 - One on One meetings advising meeting with staff

- Weekly meetings with the board chair

7. Serves the Larger Unitarian Universalist Faith *Collaborates with Unitarian Universalist and interfaith colleagues, including other religious professionals; Articulates historical influence of Christianity on North American culture, including Unitarian Universalism, Engages with Unitarian Universalism at the local, regional, national, and global levels; Articulates knowledge of current initiatives and issues within the faith movement; Demonstrates knowledge of UU history and polity; Contributes to on-going scholarship and support of professional ministry.*

- Regional
 - I volunteered to be on the nominating committee for the Southern UU Ministers Association starting in Spring 2020
- National
 - I joined the EqUUal Access organization
 - Seeking leadership someplace either in the UU Women's Federation, UUA, or UUMA

8. Leads the Faith into the Future *Experiments with emerging media technology; Articulates a vision for the future, assessing opportunities and challenges for Unitarian Universalism in a changing society; Explores new generational and multicultural expressions of Unitarian Universalism.*

- Communication
 - I see a strong need here and have some ideas of how to introduce Slack as a communication tool and possibly Trello for project work
 - Facebook is not an appropriate discussion tool
 - I have been doing better with emails now that I have purchased an iPad
- Regional
 - I volunteered to be on the nominating committee for the Southern UU Ministers Association starting in Spring 2020