

**Unitarian Universalist Congregation of Wilmington
Board of Trustees (BOT)
Meeting Minutes, June 2017**

Date: June 27, 2017, 6:00 PM

Location: Unitarian Universalist Congregation of Wilmington, 4313 Lake Ave., Wilmington, NC 28403.

Secretary: Bill Singleton.

Meeting Called By: Eden Avery, President.

Members Attending: Eden Avery, President; Patricia Forrest, Vice President; Bill Singleton, Secretary; Marvin Fineman, Treasurer; Jennifer Paetzold-Garcia, John Grigsby; Tammy Ellison, Barbara Wolk.

Absent: Roxie Morison.

Staff: Rev. Cheryl M. Walker (Ex-Officio); Sue Graffius, DRE.

Guests: Karen Gottovi, Bob Holm, Don Smith, Scott Armstrong

Agenda

- 1) Chalice Lighting and Reading of the Mission Statement and Board Covenant
Mission of the UUCW Board of Trustees: Ensure that the activities and resources of the congregation are effectively and efficiently directed toward achieving the mission of the Unitarian Universalist Congregation of Wilmington.
- 2) Reports
 - a) Consensus reports: DRE's, and Treasurer's reports for May and the Minutes from the Board, dated May 18 25, 2017. The reports were approved as written.* The Minutes of the Annual Congregational Meeting held June 4 were approved.
- 3) Policy Manual Outline
 - a) The Board reviewed the outline and approved it unanimously subject to two conditions.
 - i) First, that it be marked a work in progress to be posted on the church website.
 - ii) Second, that Bill add section headings to show the sections that have been developed.
- 4) Board Duties and Responsibilities
 - a) The Board reviewed the previously developed Duties and Responsibilities, which have been edited to account for the new Treasurer's duties, beginning in 2018.
 - b) The draft was unanimously approved.
 - c) The Board will bring up as a Bylaw addition that Board members must attend meetings and can be removed if they miss too many.
- 5) The 2017-2018 Board
 - a) The new and ongoing members of the Board met in Executive Session to elect their officers and determine their upcoming meeting calendar.

- i) The 2017-2018 Board's officers will be: President: Jennifer Paetzold-Garcia, Vice-President: John Grigsby, Treasurer: Karen Gottovi, Secretary: Tammy Ellison. Jennifer and John will be working as co-presidents.
 - b) The Board's meetings will be the third Monday of each month unless required to be rescheduled due to national holidays or church events, from 6:00 to 8:00 PM in the Sanctuary.
 - c) The Board's Retreat will be on Saturday, September 9 at the Reserve at Mayfair.
- 6) Worship Associates
- a) Rev. Cheryl requested that the Board let her know when each member would like to serve as a worship associate between July and next June.
- 7) Board Leadership Opportunities
- a) Auction: Scott Armstrong addressed the Board to request the Board's attention to and assistance with the organization and support of an Auction in February 2018.
 - b) Endowment: Rev. Cheryl informed the Board that the UU church in Shelter Rock, NY is offering a matching pledge through a UUA campaign to give 10% of the value of a future pledged endowment to the UUCWNC. Board leadership on this topic could provide significant funding to the church through publicity and the organization of a campaign.
 - c) Rev. Cheryl also asked the Board to consider amending the Endowment policy in the Bylaws to make the governance and access to the existing endowment more flexible.
 - d) Fiftieth Anniversary: Rev. Cheryl informed the Board that the UUCWNC's 50th Anniversary will occur in April 2018. She requested that the Board lead the effort to prepare for this occasion and link it to other church projects such as the 2017-2018 Stewardship Campaign.
 - e) Ministerial Evaluation: Eden noted that a Ministerial Evaluation had not been performed in some time. Rev. Cheryl agreed and requested a matching Congregational Evaluation also be performed in the coming church year.
- 8) BOT Calendar
- a) The next scheduled meeting will be:
 - i) July 17: full Board Meeting.
 - ii) There will be no Board Meeting in August.
- 9) The meeting was adjourned at 8:00 PM.

NEXT MEETING: July 17, 2017.

*** ACTION ITEMS AND DEFERRED TOPICS**

From May Meeting:

- Bill will submit minutes for publication on the web site and will post in Dobkin Hall.
- Bill will post the Treasurer's report in Dobkin Hall.

Future Action

- Develop Bylaw amendment to require Trustees to attend a minimum number of meetings and to be subject to removal from the Board if they miss too many meetings.
- Develop a Bylaw amendment to the Endowment Policy to make the management and access to the existing endowment more flexible.

MINISTERS REPORT – BOARD MEETING

Rev. Cheryl will provide a Minister's Report soon.

DLRE Report to the Board June 2017

June (limited Summer program for ages 3 – 5th grade) attendance:

June 4: No RE

June 11: 4

June 18: 2

June 25: 2

June 2017 weekly average: 3

The above attendance numbers are standard for the past few summers. In July, we hold our “REst”, where the entire RE program takes a break to refresh. We don’t offer programming, but the Playground and Nursery are staffed during the service. Children are invited to attend the worship services with their families. (this rarely happens, though) We will resume summer programming in August.

We had a lovely Teacher Appreciation Luncheon at Tandoori Bites on May 28. 14 teachers were able to attend and enjoy their reward for teaching this year. They responded to survey questions and the general consensus was that our program is still vibrant and vital, but doesn’t seem to be a priority for many families. (As an aside, this is happening throughout the denomination, as well as throughout many faith communities.) All teachers agreed that more regularly-attending students would be optimal, but even if only one child shows up, they feel they are accomplishing our mission.

I am looking for at least 6 teachers to fill out the minimum teacher roster for the fall. The 3rd/4th grade class is full, but all others are open.

The Wilmington Pride Youth Group was featured in June’s *Encore Magazine*...we were actually the cover story! We had 7 new students join us at the meeting after the article was published! The group will continue weekly throughout the summer.

The Wilmington Progressive Book Club still meets on the 2nd and 4th Wednesdays of the month at 6pm in Dobkin Hall. July’s book will be *The Political Mind* by George Lakoff.

I am working on teacher recruitment, clearing out classrooms for next year and preparing for Teacher Orientation/Training and the 2017-2018 school year.

Respectfully submitted,

Sue Graffius, DLRE

Unitarian Universalist Congregation of Wilmington
May 31, 2017 TREASURER'S REPORT

Total Revenue for May	\$21,775	Revenues Year-to-Date	\$234,098
Total Expenses for May	\$29,817	Expenses Year-to-date	\$209,148
Net for May	\$23,409	Net Year-to-date	\$27,867
PNC Operating Cash Balance	\$7,717	Change from prior month	(\$8,152)

Remarks for the monthly results:

Our net income for May was (\$8,042). Last May (2015), our net was \$6,931, so this year's financial result for May is down \$14,973 vs. last year. Our income last month vs. the budgeted income of \$158 was mainly due to having paid our annual insurance premiums, the purchase of a new heat pump for the RE Annex, and Charitable Giving exceeding Share the Plate collections due to a timing difference.

Generally, monthly results should not be given much weight, as swings can be pretty wild due to the nature of the church year and variability in dates that bills are paid.

Highlights for the first eleven months of the fiscal year:

1. Pledge income is about \$24,700 behind what is expected at this time of year. The accounting for pledge income must be checked, as some congregants have reported that the pledge payments they have made do not tally with our Icon records, per the giving statements that were distributed this month.
2. A comparison to prior results at the bottom of the Balance Sheet shows that our overall financial net worth decreased about \$7,500 year to date. This is somewhat less than our \$8,042 deficit for the month and needs to be investigated further.
4. Coastal Bank new mortgage closed on May 9. We refinanced not only the prior mortgage balance, but also our estimate of the closing costs. We overestimated closing costs, so we received more in loan proceeds than expected.
5. The property appraisal we will get from the bank provides us with current market values for our buildings and land, which will improve the accuracy of the Balance Sheet considerably when those entries are done.

Treasurer Action items for June BoT meeting:

- Post printed Treasurer's Report for May in Dobkin Hall
- Post modified Treasurer's Reports to a communication medium

Respectfully submitted,

Marvin D. Fineman, Treasurer