

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

Date: October 16, 2017, 6:00 PM

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

Secretary: Tammy Ellison.

Meeting Called By: Jennifer Paetzold-Garcia, President.

Members Attending: Jennifer Paetzold-Garcia, President; John Grigsby, Vice President; Karen Gottovi, Treasurer; Tammy Ellison, Secretary; Patricia Forrest; Bill Singleton; Barbara Wolk; Bob Holm; Don Smith.

Absent: Sue Graffius, DRE

Staff: Rev. Cheryl M. Walker (Ex-Officio).

Guests: None

**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: the Minutes from the Board, dated September 18, and the Minister's DRE's and Treasurer's reports from October were approved.
- 3) October Welcome Class
  - a) Pat Forest volunteered to represent the BOT at the Welcome Class on 10/22.
- 4) In preparation for our work session on 10/30 all BOT member should have completed reading the book *Creating a Congregation of Generous People* by Michael Durall.
- 5) DRE Search
  - a) Rev. Cheryl will put together a search team of five or less people to select and hire a new DRE (Sue Graffius will be leaving her position at the end of June 2018). Rev. Cheryl intends to make this a half time position, rather than three-quarter, and use the extra funds to provide some limited benefits to the position. The search team will start its work in early November and will search to fill the position from outside of our congregation.
- 6) Calendaring for 2017-2018
  - a) The Exec. Committee meetings have been moved to Monday the week prior to BOT meetings. The Exec Committee meeting time also changed from 6:30 to 6:00.

- b) The BOT/Congregation Linkage Conversation will be held after each service on 11/5.
- c) Jennifer will update the calendar and redistribute it.
- d) Barb will share the calendar with Julie in the office to ensure space is reserved and announcements are put in the order of service and the website as needed.

7) Policy Work

- a) Bob Holm shared policy documents from other congregations for our perusal which we may find helpful to draw on for some content as we develop our own policy documents.
- b) Policies for the Board Transition (section B.7) were drafted for the Policy Manual. Bill Singleton is the recorder for our policy manual; he will make updates to our working draft and redistribute internally.

8) BOT Calendar

- a) The next scheduled meeting will be:
  - i) October 30: Work Session
  - ii) November 5: BOT/Congregation Linkage Conversation
  - iii) November 13: Exec. Committee Meeting
  - iv) November 20: full BOT Meeting

9) The meeting was adjourned at 8:00 PM.

NEXT BOT MEETING: November 20, 2017.

**\* ACTION ITEMS AND DEFERRED TOPICS**

From September Meeting:

- Tammy will submit minutes for publication on the web site and will post in Dobkin Hall.

Future Action

- Develop a Bylaw amendment to the Endowment Policy to make the management and access to the existing endowment more flexible.

***MINISTER'S REPORT FOR BOARD MEETING 10-16-2017***

We had an engineer come to evaluate the trailer. The results are that while it is stable, we should start planning to replace it. Many thanks to Mike Hunter for providing this service to the Congregation.

Marvin Fineman and I met to talk about a potential capital campaign next year to replace the trailer.

Marvin and I also talked about a campaign for legacy giving. We will be able to receive funds today based upon commitments made by our membership

Conducted the funeral service for Tom Townsend at the Veteran's cemetery in Jacksonville, NC.

Had phone conversation with potential new host for our website. We are still negotiating whether they will be our solution.

We will be switching phone and internet service from AT&T to Spectrum. The service we have received from AT&T is unreliable and more expensive than Spectrum

Met with the 50<sup>th</sup> Anniversary planning group. Many ideas were put forward and we'll be planning to

Attended meeting of NHRMC Clinical Pastoral Education Professional Advisory Group. I will be the professional partner for one of their resident chaplains.

The Ministerial Roundtable of Wilmington will hold its annual MLK service at our Congregation on the Sunday of MLK weekend. Rabbi Paul Sidlofsky, of Temple Israel, will be the guest preacher.

Respectfully submitted,

Rev. Cheryl M. Walker

## DLRE Report to the Board

October 2017

September/October attendance:

September weekly average: 23

October weekly average (through 10/8): 20

Classes are going well, with the 8<sup>th</sup>-12<sup>th</sup> graders still meeting in Rev. Cheryl's office, with her gracious welcome.

I am looking for a preschool teacher to join the teaching team in January as one of the current teachers needs to step back then.

Last week, the teen class was invited to meet with Quest, where a great intergenerational conversation was begun. In the past fourteen years, I have tried many things to try to encourage these types of interactions by creating many activities for all generations to converse throughout the year, but few adults took advantage of the opportunity. I am hopeful that now that one of the adult groups has taken interest, the dynamic will change and we'll have more occasions to communicate.

Speaking of intergenerational opportunities, the *Harry Potter* class will be holding a canned food drive as part of our Halloween Coffee Hour on October 29<sup>th</sup>. All students will parade through the sanctuary at the end of the 9:30 service to invite everyone back to Dobkin Hall for treats. We welcome all ages to wear costumes and join in the fun.

The fall *Welcome! Class* begins on October 15, with additional classes on the 18<sup>th</sup> and 22<sup>nd</sup>. We have 15 people registered.

The *Listening in Color* facilitators will hold a book discussion on Jodi Picoult's *Small Great Things* on November 16<sup>th</sup> at 6:30 pm.

Rev. Cheryl will offer her 5-week course, *This I Believe*, on consecutive Tuesdays beginning on November 7<sup>th</sup>. At this writing, we have two openings available.

Respectfully submitted,

Sue Graffius, DLRE

Unitarian Universalist Congregation of Wilmington

September, 2017 Treasurer's Report

Total Revenue for September \$9,729 Revenues to date \$49,642

Total Expenses for September \$20,066 Expenditures to date \$57,540

Our net for September was (-\$10,337) Major expenditures were for payroll, charitable contributions and facilities.

I have asked Julie to prepare a summary of the dollars pledged for the 2018 year, and how we are doing in terms of the collection plate for the first quarter. September collections were below both July and August, but our financials are healthy in terms of spending and money available to meet expenses. Pledge statements will be sent at the end of the current year to remind people of their obligation, and for tax purposes.

Julie has learned the FICA and withholding process, and we are on time with payments and reports this month. She is a gem!

The Finance committee will need to meet in November to start thinking about the budget and canvass that should start early next year.