

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

Date: January 24, 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; Marvin Fineman, Treasurer; Bill Singleton, Secretary; Tammy Ellison, John Grigsby, Roxie Morison, Jennifer Paetzold-Garcia, Barbara Wolk.

Ex-officio: Rev. Cheryl M. Walker.

Staff: Sue Graffius: Director of Religious Education (DRE).

Agenda

- 1) Chalice Lighting and Reading of the Mission Statement
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.
 - a) Consensus reports: Minister's, DRE's, and Treasurer's reports for December and the Minutes from the Board, dated December 15, 2016. The reports were approved as written.*
- 2) Policy Work
 - a) The Board reviewed the categories and topic headings for the proposed Policy Manual. Bill will transcribe the topics on the sticky notes and send out a document to be discussed at a future working session.
 - b) The next Working Session will focus on finalizing the guidelines for the Nominating Committee.
- 3) BOT Calendar
 - a) The next scheduled meetings will be:
 - i) January 29: the Congregational Meeting.
 - ii) January 31: the next Working Session.
 - iii) February 28: the next Board Meeting.
- 4) Nominating Committee Guidelines
 - a) Eden reviewed and led a brief discussion of a draft of Nominating Committee Policies & Procedures.
 - b) The Board discussed whether criteria for Board candidates and Nominating Committee candidates should be considered for addition to the By-Laws at the Annual Congregational Meeting. The topic will be handled at the February meeting.
- 5) January Congregational Meeting
 - a) The Board prepared for the Mid-Year Congregational Meeting by discussing:

- i) The proposed By-Law changes that were sent out in UUNews on January 24.
 - ii) Jessica Holm's planned announcement of the starting of work of the Nominating Committee.
 - iii) Bill's announcement of the upcoming Church slogan contest.
- 6) Hospitality
- a) The Board signed up to provide coffee and snacks on February 5 and April 30, 2017.
- 7) The meeting was adjourned at 8:00 PM.

NEXT MEETING: February 28, 2017.

*** ACTION ITEMS AND DEFERRED TOPICS**

From December Meeting:

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

For February Meeting

- Draft criteria for Board candidates and Nominating Committee candidates to be added to the By-Laws at the Annual Meeting.
- Discuss whether a contested election should be allowed.
- Clarify and specify the role and duties of a BOT member.

Parking Lot:

- Schedule the BOT/Congregation Listening Sessions in February and May 2017.

MINISTER'S REPORT JANUARY 2017

Sadly I must report two more deaths in the congregation, Thelma Worksman and Jay Johnson, husband of Leslie O'Connor. Memorials will be held for Thelma on the 11th of February and the 18th for Jay.

A brief memorial service was held for Henderson Cole on January 15th as part of the second service.

I am continuing the search process for a new Administrator. In the meantime, Jennifer has been coming in on Saturdays to help with payroll, the Beacon and bills. Sue and I have been filling in to handle other duties.

Attended the NAACP breakfast and with Eden Avery, Board President, accepted the award for the Church of the Year.

Participated in the Ministerial Roundtable's MLK service. And marched with UUCWNC and the Ministerial Roundtable in the MLK parade.

Met with our website provider to work on switching the email to the new URL. We have changed the background information and are giving it time to propagate across the internet.

Participated in the Prayer Vigil against Gun Violence.

Selected members and set up a meeting with the Share the Plate Group. This group will work on creating a process to identify potential recipients and make the initial selections.

Was interviewed by a reporter from the Star News; a good article was published in the paper and online.

Peace and blessings,
Rev. Cheryl

DRE Report to the Board

January 2017

January attendance (to date):

January 8: 28

January 15: 23

January 22: 23

January 2017 weekly average (so far): 25

We are still short several teachers, with the most critical need in the 2nd-3rd grade class. We only have 2 teachers, so they are needed each Sunday, with no weekends off. I am using substitutes to help, but they would be much better served to have a consistent 3rd teacher. Please let me know if you know of anyone who can help!

Our Christmas Eve Nativity Pageant was well-attended this year. Sally Spalding went over and above by adding musical accents to the script, and she was able to gather three volunteers (Ed Brophy, Martha Brophy and Kat Fairbank) to really add pizzaz!

In the next couple of weeks, students and teachers will be creating Valentine's Day cards for our members and friends who aren't able to join us regularly due to illness or family issues, as well as for those who may have had a difficult year or wonderful events this year. In addition, we send cards to this past year's new members and those who are RE volunteers and supporters.

The Wilmington Pride Youth Group continues to meet here every Thursday evening. We have a core group of about 8 -15 students, and we are hoping to reach more. This group seems to be quite grateful to have this support! In addition to being supportive and social, we've had a movie night, as well as a speaker on self-harm. This week, we're having a game night. We plan to offer more speakers and panels on a variety of subjects in addition to our support/social meetings. This has been a great addition to the community!

In Adult Programs, our ongoing offering, the Wilmington Progressive Book Club, continues to meet on the 2nd and 4th Wednesdays of each month at 6 pm in Dobkin Hall. We're currently reading/discussion: *Listen Liberal* by Thomas Frank. Our next book will be *The Populist Explosion* by John Judis.

This I Believe, led by Rev. Cheryl, filled up quickly, and had a waiting list, so we may offer it again in the fall. Class members seem to be enjoying the class.

On February 21, Jimmy Reeves will host/facilitate *The Human Universe*, a 5-part BBC program, on alternating Tuesdays, at 7 pm in the Sanctuary.

The RE Committee will meet Feb 1 at 7 pm in Classroom 1. All are welcome.

Respectfully submitted,

Sue Graffius, DLRE

Unitarian Universalist Congregation of Wilmington
December 31, 2016 TREASURER'S REPORT

Total Revenue for December	\$23,528	Revenues Year-to-Date	\$100,677
Total Expenses for December	\$16,761	Expenses Year-to-date	\$105,155
Net for December	\$6,767	Net Year-to-date	(\$4,478)
PNC Operating Cash Balance	\$8, 154	Change from prior month	\$5,615

Remarks for the monthly results:

Our net income for December was \$6,767. Last December (2015), our net was \$215, so this year's financial result for December is up about \$6,500 vs. last year. Our income last month vs. the budgeted deficit of (\$1,063) was due to both income exceeding budget and expenses coming in under budget. This positive financial result is common for December and subsequent months of the fiscal year, since fundraising activities have begun in earnest.

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 six months of the fiscal year:

1. Our seasonal variation in income is greater than our seasonal variation in expenses, which is why we encourage regular monthly giving through an automatic pay option. We cover deficits through draws on the reserve account. Recently I have had occasion to see some bank deposit detail and have been delighted to see so many congregants now contributing their pledges through their banks' online bill pay feature. Perhaps next summer draws on the reserve account will be fewer.
2. Our fundraising activities (especially the Auction raffle and Second Sunday Soup) are showing results, which has reversed our deficit position. In setting out future monthly budgets, the Treasurer should, to the extent possible, take into account that fundraising usually does not begin to show major results until November/December.
3. A comparison to prior results at the bottom of the Balance Sheet shows that our overall financial net worth increased about \$1,326 year to date. This is due mainly to two months of positive financial results and significant reduction in the mortgage liability balance.
4. As we refinance our mortgage, we will obtain current market values for our buildings and land, which will improve the accuracy of the Balance Sheet considerably.

On the calendar for the near future:

- Finance Committee review of fiscal year 2015-16
- Refinance mortgage loan by March, 2017

Treasurer Action items for December BoT meeting:

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

Respectfully submitted,
Marvin D. Fineman, Treasurer