

**Unitarian Universalist Congregation of Wilmington  
Board of Trustees (BOT)  
Meeting Minutes, January 2019**

Date: January 17, 2019, 6:00 PM

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

Secretary: Tammy Ellison.

Meeting Called By: Bill Singleton, President.

Members Attending: Bill Singleton, President; Don Smith, Vice President; Tammy Ellison, Secretary; Karen Gottovi; Pamela Waite; Mike Hosick; Melton McLaurin; Beth O'Connell.

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

Absent: Rick Nida.

Guests:

**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) The minutes from the previous meeting were voted on and approved.
  - b) Consensus reports: the Minister's and DRE reports from January were accepted by consensus. The Treasurer's report for six Months ending 31 December was accepted by consensus.
- 3) Fund Raising: Don's article in the Beacon soliciting fund raising ideas did not get any response. The Generous Life Team has accepted responsibility for the Spring Pledge Drive. In addition to pledges, the budget calls for another \$12k in fundraising. We brainstormed fundraising options and ultimately came to agreement to hold another poster/silent auction. Last year's auction was a success, and Bill and Kim Singleton have experience and resources to share with a new group of auction leaders. We made suggestions of people who might be willing and able to work together on a small auction team to lead this initiative. Beth and Melton will contact a few individuals to build a small auction team.
- 4) BOT Calendaring:
  - a) Karen is the February worship associate.
  - b) Melton will write the Beacon article for February.
  - c) The Generous Life Team will kick off the Pledge Drive with a breakfast on 4/7.

- d) The auction team will solicit auction items in April. Posters for the Poster Auction will be up for bidding on 5/5, bidding will occur May 5, 12, & 19.
  - e) Conversations with the Congregation meetings will occur on 5/12 where the BOT will review and answer any questions regarding the proposed budget.
  - f) The Annual congregational meeting will be on 6/2 where the budget will be approved and new board members elected.
- 5) In the December Conversations with the Congregation meetings all the items brought up were operational in nature. Rev. Cheryl addressed the operational issues raised; there were no BOT related issues to address. If anyone wishes to communicate with the BOT at any time they are encouraged to email [board@uucwnc.org](mailto:board@uucwnc.org).
  - 6) The latest version of the Policy Manual has been posted to the website. Rev. Cheryl would like a clean version of the manual without red edits to post. Beth volunteered to format the Policy Manual to make it easier to read, Beth and Bill will meet offline to work on formatting. Rev. Cheryl suggested that we provide a paragraph to explain the purpose of the Policy Manual. Bill will draft a paragraph for us to review; something along the lines of "The purpose of the policy manual is to document the governance structure of the UUCWNC."
  - 7) The Nominating Committee has convened; Bill has already been in contact answering some of their questions. Bill volunteered to continue to be liaison to the Nominating Committee.
  - 8) The meeting was adjourned at 8:06 PM.

**NEXT BOT MEETING:**

Thursday February 14, Executive Committee at 7:00.

Thursday February 21, BOT at 6:00.

**\* ACTION ITEMS AND DEFERRED TOPICS**

From January Meeting:

- Tammy will submit the December minutes for publication on the web site, UUNews, and will post in Dobkin Hall.
- Beth and Melton will contact individuals to lead the Poster Auction initiative.
- Beth will reformat the Policy Manual, Beth and Bill will meet offline to get her started.
- Bill will draft an introductory paragraph explaining the purpose of the Policy Manual.

***MINISTER'S REPORT FOR BOARD MEETING 01-17-2019***

- Had a very busy Christmas season. We had an excellent turnout for Christmas Eve and over 30 people joined Elizabeth and me for Christmas Brunch. We moved up the time of Christmas Pageant from the early evening to 3pm. Many parents appreciated the change, as it was better for our youth.
- Published the latest version of the Board Policies on the website. The page needs some introductory text.
- Working with the Generous Life Team on the Cottage meetings for January and February and have begun planning the Canvass.
- The Small Group Ministry program is well underway and we have consistent attendance, which I believe is a sign that people are committed.
- Started planning the new member recognition service. And the new Welcome Class with the membership team.
- Met with the Moderators of the Unitarian Universalist Association, to discuss changes to the bylaws regarding the nomenclature of ministerial status. The UUMA is proposing a change from final fellowship to full fellowship. We proposed the change to signal the shift from the learned ministry to the learning ministry.
- Working with the Ministerial Roundtable planning the MLK Interfaith service on January 20<sup>th</sup> at St. Paul's Lutheran church. This is my last year as co-chair of the Roundtable.
- Preached the Installation Sermon for Mary Frances Comer at the Piedmont UU Church.

Respectfully submitted,

Rev. Cheryl

Unitarian Universalist Congregation of Wilmington  
Treasurer's Report for 6 Months ending 31 December, 2018

Total Revenues to date:	\$128,462.88
Total Expenses to date:	\$121,331.25
Positive Net Income:	\$6,977.13

Our revenue has been very positive since the beginning of the new fiscal year. Although our Pledge income is behind budget by \$4,363.50 other income such as gifts and rental income are ahead of budget by \$7,497.00. Pledges should be more current as the calendar year statements go out to our contributors and they review their generous giving and commitments.

Cash in the bank, including reserve funds, totals \$70,685.06 with an additional \$12,756 in our brokerage account.

Our mortgage balance is \$139,162.63 with principal and interest is paid monthly.

Attached is our Balance Sheet as of 31 December 2018.

Submitted,

John Grigsby, Treasurer

Note: A Budget comparison will be placed in the BOT boxes for more detailed information.

**UUCW Religious Education**  
**Report to the Board January 2019**  
*Leslie O'Connor*

**Accomplishments**

I did a lot of prep work for the Christmas Tree Decorating Party, but only two people attended! I replicated last year's Christmas Eve service, following detailed instructions left by Sue. The Christmas Eve pageant, while successful, was not well attended. We'd moved the time back from 5:00 pm to 3:00 pm, and all feedback was positive about this change. But then we only had 5 family units and a handful of single people attend. Next year, we will be considering the calendar more when planning holiday events and I will assess options to the pageant to see if we can better match the interest of the congregation.

Last month I made the decision to stop trying to use Chalice Children curriculum for the preschoolers, and to have simple free play time, and it appears that this was a good decision. Teachers, parents and children seem to be happy with their new Sunday morning mission. Grow Your Soul small group ministry continues into the new year.

I am serving as the point person for the Martin Luther King, Jr. Celebration Parade, downtown on Monday, Jan. 21<sup>st</sup>. Children in all classes will make posters for the march in class on Jan. 20<sup>th</sup>.

We are also collaborating with the Generous Life team to get as many parents as possible to the Cottage Meeting on Jan. 20<sup>th</sup>. Emails, paper reminders and news reminder distribution went out.

**Attendance**

Grade	Dec 16	Dec 23	Dec 24	Dec 30
Nursery	0	2	0	0
Pre/Kinder	3	1	2	0
1-4th	5	2	2	1
5-7th	0	0	0	0
8-12 <sup>th</sup>	1	0	1	0
<b>TOTAL</b>	<b>9</b>	<b>5</b>	<b>5</b>	<b>1</b>