

Unitarian Universalist Congregation of Wilmington North Carolina Board of Trustees (BOT) Meeting Minutes, November 24, 2020

Mission Statement: The mission of the Board of Trustees is to create, maintain and promote policy and vision to 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.

Attending: Tony Barney, Jerry Hurwitz, Jim Ludwig, Elizabeth Macleod, Cornelia Maxted, Beth O'Connell, Kami O'Keeffe, Becki Schreiber. Ex-Officio: Reverend Cheryl M. Walker. Absent: Raine Morgan
Guest: John Grigsby

AGENDA

1.) Call to Order:

Beth O'Connell (President) called the meeting to order at 5:15 p.m. and lit the chalice.

2.) Calendar/Reminders

- a) December BOT Beacon article, Worship Associate and UU Digest monitor responsibilities – Cornelia
- January BOT Beacon article, Worship Associate and UU Digest monitor responsibilities – Jerry
- b) Confirmed Congregational Meeting date - Sunday, Dec. 6, 2020 at 11:30.
Rehearsal - Tuesday, Dec. 1, 5:00 - 6:30. Agenda and polls are due prior to this.

3.) Minutes:

October's Minutes were voted on and approved.

4.) Consensus Reports:

The Minister's, Treasurer, and DRE reports (attached below) were discussed and accepted by consensus.

5.) Update on Program Council:

The first meeting has been scheduled for Dec. 7. The second will most likely be late January. Members represent the BOT, Caring, GLT, Lifespan Religious Education, Membership/Membership Engagement, Operation Wellness, Quest, Social Justice, and Worship committees.

6.) Share the Plate Request in Support of the Cameron Museum's US Colored Troops project:

Approval granted to have the UUCWNC name engraved in a brick paver at the Cameron Art Museum. The specific wording will be determined based on the amount received in an upcoming STP collection.

7.) Budget Approval:

John Grigsby, Treasurer, presented the full year July '20 – June '21 budget and explained that most costs are fixed while income is variable. We, therefore, may end the year with as much as an \$18,000 deficit. Reserve funds are available to cover this, including approximately \$20,000 added at the end of the previous year. Further discussion was held in closed session. The BOT approved the budget and it will be presented to the congregation on December 6.

8.) Policy Manual Section Review:

- a) Changes made in October were approved and will be posted.
- b) Review of sections 2.10, 2.11, 3.4, and 3.5 was tabled until next meeting.

9.) Committee for Ministry:

Jerry presented a proposal for establishing a Committee for Ministry (Minister, BOT, committees, congregation). All were in favor of moving forth to refine the plan which will be presented next month.

10.) Board/Committee Liaisons:

Beth presented a proposal for establishing BOT liaisons to each activity committee. The primary objective is to enhance connections and communication. Several options for managing and sharing this were discussed. Beth will follow up with a request for further input and refine the proposal for next month. All were in favor of moving forth.

11.) Charter for Building Fund Planning Committee:

Tabled until next meeting.

12.) Board Commitment to Anti-racism:

Tabled until next meeting.

13.) Fundraising ideas:

Tabled until next meeting.

The meeting was adjourned at 7:30 p.m.

Next BOT Meetings:

Tuesday, December 15, Exec Com at 4:00

Tuesday, December 22, BOT at 5:15

NOTE: The buildings remain closed due to Coronavirus. All in-person gatherings are held virtually.

Action Items/Deferred Topics from November meeting:

- Review Policy Manual sections 2.10, 2.11, 3.4, and 3.5. (Beth & BOT)
- Refine proposal and institute plans for Committee on Ministry. (Jerry)
- Refine proposal and institute plans for Committee Liaisons. (Beth)
- Schedule a follow-up BOT discussion for the Dismantling White Supremacy Culture within the Congregation workshop. (Beth)
- Discuss auction, yard sale or other fundraiser, per Policy Guide 2.7 Fiduciary Responsibility
- Develop a charter for the building fund.
- Post policy manual updates and Minutes. Archive Policy updates and Minutes. (Cornelia)

Action Items from prior meetings:

- Schedule Congregational Conversation for 2021. (BOT/Rev. Cheryl)
- Revisit adding a policy to evaluate the ministry of the BOT.
- Review Bylaws and determine where this should fit in our Policy Manual Guidelines. (Beth & BOT)

Respectfully submitted,

Cornelia Maxted

Secretary, UUCWNC Board of Trustees

Minister's Report Board Meeting 11/24/20200

Administration

- This month, with the assistance of the Operational Wellness Support (OWS) team we have instituted a new format for the Beacon. The November Beacon use the new format.
- Worked with the OWS on a Congregational Procedures Manual. We have identified several areas we believe that the typical congregant would need to know such as to reserve a room, how to get a reimbursement. We will work to complete a manual and post it online.
- Worked with OWS on a personnel manual. We took samples and are retrofitting them to our small staff.
- At the request of a Board member, compiled a summary of Membership participation in attendance and pledging. The report is below.
- Leslie and I are working on a plan to do an online Welcome Class. We have had many people who are attending worship and we would like to create a Welcome Class to help them get to know us.
- Had zoom meetings with several visitors who are interested in our congregation.

Finance

- Submitted the final budget for the 2020-21 church year to the Finance Committee with updated budget numbers

Congregational Life

- Met with the Membership Engagement Team and the Membership Team to strategize on ways the two teams can work together more seamlessly. While we are not meeting in person I thought it would be a good time to reimagine the membership process from welcoming thru life long engagement. We have decided to rename the Membership Team to the Welcome Team and possibly have both teams under one umbrella. We will continue to work on a plan to integrate the two teams.
- Working with the Caring Committee to make calls to members to check in how they are faring in this holiday season.

Unitarian Universalism

- Continued working with the Article II Study Commission, We are currently creating our strategy to receive input into our work to reimagine this Article.
- Had zoom conversations with my Ministerial Fellowship Committee (MFC) mentees.

Community Engagement

- Coordinate and participated in the annual Wilmington Interfaith Thanksgiving Service via Zoom

MEMBER PARTICIPATION DATA AS OF 11/23/2020

Total Number of Members 177

Total Number of Friends 154

Total Number of Visitors is unknowable at this time

Attendance for October (Number of devices not actual people)

10/04/2020 74

10/11/2020 90

10/18/2020 99

10/25/2020 91

Pledge Summary for 2020-21 Canvass

Members

0-500 47

501-1000 24

1001-1500 25

1501-2000 10

>2001 16

(Members are required to give but not necessarily to pledge. This counts the pledge per household divided by the number of members in the household)

Friends and Staff

0-500 0

501-1000 4

1001-1500 1

1501-2000 2

>2001 3

(Most friends give but do not pledge)

Lifespan Religious Education - November 2020
Monthly Report to Board
Leslie O'Connor

Current Activities:

- The Youth Group continues with a small but enthusiastic group of pre-teens, and we have a new participant (daughter of a new church attendee) who will be joining. We have completed our unit on anti-racism, but the anti-racism aspect of different themes will be part of ongoing discussions. I did not use class plans on two of the Sundays, as the kids were very focused on current events – the election and the pandemic – so we dedicated the time to asking constructive questions, getting (possible) answers and ‘venting’. It is good to remain flexible with kids of this age. I am introducing the kids to the original Twilight Zone series, discussing episode themes as they relate to UU principles. I’ve viewed some episodes from the re-boot of the series (I think from the 90’s), but the episodes were rewritten with unnecessary, graphic violence that was not a part of the original series. So we are sticking to the originals and I just have to apologize to the kids for the black and white film, because it confuses them 😊
- Rev. Cheryl and I had a fun and successful drive-thru Halloween trick-or-treat. We had a few members come by, but our visitors were mostly from the neighborhood, and several Roland-Grise employees brought their families. So it turned into a nice neighborhood event with outreach to the community.
- November 9th was the first of 10 weekly sessions that I am leading in Spiritual Practices. This is the first adult program that I have done on a drop-in basis, where participants do not have to register or attend every session. I’m very pleased with the turnout and feedback that I’ve received; after three sessions, there has been a 100% return rate (i.e. people are attending all sessions even though not required), and each week there have been more people attending (8,9,10 headcount). UU Church of Dallas waived the fees for the Spiritual Practices series of workshops as a pandemic gift, and it has tapped into an apparent need here within our congregation. I am adapting the program to a zoom format, and I will look for future opportunities for on-line educational programming.
- Our last Connections meeting for this cohort is in December. Rev. Cheryl and I are working on a Welcome Class with a zoom format for early in the new year.

Unitarian Universalist Congregation of Wilmington
Treasurer's Report for 4 Months ending 31 October, 2020

Total Revenues to date: \$72,415.00

Total Expenses to date: \$77,614.00

Operating Shortfall: \$ 5,196.00

Operating income has picked up with our pledge income within \$1,200 of projected budget while expenses remain on target. There has been some new pledges received, and Share the Plate collections are growing monthly. Our expenses are slightly over budget caused by increases in insurance, utilities and UUA Dues.

Operating funds available total \$112,011.00

Our mortgage balance is \$124,438.00 with principal and interest paid monthly.

Attached is our budget comparison and a balance sheet as of 31 October, 2020.

Submitted,

John Grigsby, Treasurer