



Unitarian Universalist Fellowship

Annual Congregational Meeting Minutes--DRAFT
June 4, 2017

Opening and chalice lighting.

David Mills, Board of Trustees member and Finance Liaison, chaired the meeting in place of Board of Trustees Chair **David Tucker** due to the latter's illness. The meeting was brought to order at 12:20 pm. **John Rawls** was appointed Parliamentarian.

Board Secretary **Elizabeth Dunn** verified that a quorum had been established with 131 members present and 16 absentee ballots—well more than the 10% (65 members) required.

Agenda and Minutes

Motion to approve the agenda was seconded and passed.

Motion to approve Annual Congregational Meeting minutes from June 5, 2015 was seconded and passed.

Introduction

David Mills described the way discussion would be organized, with three microphones (one for speakers in favor of a motion, one for those opposed, and one for questions) and a two-minute limit for comments, and asked that each speaker refrain from speaking a second time on the same issue before all others had been given an opportunity to contribute.

The year in review

Reverend Cayer gave an overview of ERUUF's year. She highlighted details of the Vital Signs report (increases in membership and pledges; strong programming), and celebrated the congregation's resilience in the face of a challenging year.

Annual Pulse of the Congregation Survey

Julie Edmunds, Chair of the Committee on the Evaluation of Ministry, presented. She thanked the other members of the committee, **Kat Moran**, **Mike Milley**, and **Steve Franklin**, for their excellent work.

Julie described the committee's three major accomplishments during 2016-17:

- Conducting the 360 Degree Personnel Evaluation of Rev. Cayer
- Administering the Volunteer and Staff Survey

Strategic Plan

Reverend Cayer discussed the many sources of information that contributed to the plan:

- Small group conversations during 50th Anniversary year
- Plan and Eight Ends developed by the Multicultural Change Team for ERUUF's ministry for Racial Equity and Inclusion
- Proposal by Earth Justice to become a Green Sanctuary congregation
- Board of Trustees Strategic Planning Retreat February 2017
- ERUUF's Ends

Board of Trustees member **Barbara Sheline** highlighted the goals:

- Engage members as a Beloved Community to live our UU Principles
- Create pathways for spreading justice and in the light of our liberal religion
- Create a culture where racial equity and inclusion is the norm
- Build capacity

The full Strategic Plan is available on the ERUUF website.

Capital Needs Assessment

Director of Administration **Daniel Trollinger** provided the history and context of the Capital Needs Assessment.

Buildings and Grounds chair **Peter Romeyn** described the structure of the document: a list of 35 needs categorized into 5 groups based on priority from 1 (high) to 5 (low.) Half are priority 1, based on issues of safety, aesthetics, and/or deterioration.

A very detailed report was distributed to members at the meeting and is available as part of the Annual Meeting documentation on the ERUUF website.

Capital Funding Options

As **Mark Kuhn** was unable to attend the meeting, **David Mills** described the four funding options, which are also listed on the Facilities Needs Assessment document. The options:

- Regular capital campaigns to directly fund improvements (a method commonly used by congregations)

David invited comment about the needs assessment and funding options.

Discussion:

- **Nan Walker**--We should consider a capital campaign and, if needed, an endowment. If that still is not adequate, we should take out a loan. It is not a good idea to use the Annual Fund.
- **Clint McSherry**--Options 1 and 2 (regular capital campaigns and an endowment) would be best.
- **Richard Wolfe** asked who is responsible for the fence. (ERUUF)
- **Mark Henault**--The timing of the various options could be different. Since the Priority 1 items are to be completed within this year, their funding might require a loan, which could be repaid later using a capital campaign.
- **Daniel Trollinger** remarked that the Fellowship Foundation has paid for and engaged a Stewardship Consultant, who will visit in the fall. It would be possible to take out a loan that requires no payment during the first six months and then repay it.
- **Dan Grandstaff** asked about the timing for expanding the capacity of the Fellowship Hall. **Peter Romeyn** stated that, if it was expanded approximately 30 feet we might be able to make up the expense in 5-6 years due to increased rental income, depending on the scope of the construction. **Daniel Trollinger** replied that we need to establish a task force to evaluate the potential project.
- **Beth Harvat** asked whether Daniel would like a show of hands to provide an idea of congregation members' opinions. **Daniel** replied that this comprehensive needs assessment was done with input from various groups, and that the opportunity for more input will be provided on a project-by-project basis as time goes on.
- **David Mills** said he looks forward to everyone's input.
- **Gene Presson**--The economy is rebounding, which will mean higher prices for the construction work.
- **Alan Hollister** remarked that many projects are amenable to volunteer labor, which is one way members can participate without a large expenditure.
- **Nancy Henley** asked about the plans to maintain our grounds and pointed out that they are extensive (7 acres) and overgrown with vines and underbrush. Significant work will be required to improve the flow of water, replace large trees and shrubs, etc. **Daniel** replied that we will, indeed, need to evaluate the entire 7 acre campus.
- **Beth Harvat** mentioned that **Barbara Beaman** is coordinating an "adopt a garden" effort, the Saturday morning gardening volunteers can always use more help, and a watering team is being established.

Discussion of the proposed budget:

- **Dick Chady** expressed concern about the use of placeholder numbers.

Motion to table the budget until we have a better, more transparent document. Seconded.

Discussion of the motion to table the budget:

David Mills described the fiscal oversight policies in place.

Reverend Cayer thanked Dick for his attentiveness to the budget. She pointed out that in a church as large as ERUUF it is more appropriate to hold discussions at this level of detail in a smaller group such as the Finance Committee or one of the Finance Forums held periodically. In the policy governance model, oversight of these details is delegated to the staff. She believes that we are transparent and that information is well distributed.

Vote to table the budget failed.

Discussion on the original motion (to approve the budget) was reopened.

- **Alan Hollister** noted that we voted several years ago to become a “Fair Share” member of the UUA. He encourages increasing our contributions to the UUA in the future.
- **Peter Romeyn** pointed out the \$10,000 per year dedicated to continuing maintenance.
- **Peter Romeyn** noted that he sees no funding for a student minister and he would like to.
- **Reverend Cayer** stated that no candidate came forward for the coming year and noted that the money that would have been so allotted will go toward staff salaries. She hopes to have student ministers in future years.

Vote to approve the budget as submitted passed.

Nominating Committee and Elections

Sue Kister, chair of the Nominating Committee, thanked the other members, Susan Green, David Huber, Simon Kaplan, Trish Rafalow, Maria Ines Robayo. She presented the slate of candidates:

Board of Trustees: Helen Wolfson, Albert Hardy, and Mike DeBellis.

Nominating Committee Members: Chris Folger and Eric Thomas

Healthy Congregation Committee Member: Rose Auman

Motion to approve the slate of candidates as proposed was seconded and passed.

Motion to adjourn was made at 1:41 pm and was seconded and approved. It was followed by closing words and extinguishing of the chalice.

Respectfully submitted,

Elizabeth Dunn
Board Secretary