

**Community Church of Chapel Hill Unitarian Universalist
Board Meeting Minutes
March 8, 2016**

Attending:	Cathy Cole	Bill Poteat	Dan Hill
	Kathy Hodges	Mike Vann	Bill Rote
	Katie Heineman	John Ballantyne	Bryan Sexton
Ex Officio:	Thom Belote	Laurence Kirsch	Richard Edwards
Guests:	Maura Holt-Ling		

1. Welcome

- a. **Chalice Lighting/Reading** – Bryan Sexton opened the meeting with a reading.
- b. **Sharing** – Each board member shared their preparedness for the meeting by way of a check in.

2. Consent Agenda

- a. **March Agenda** – Reviewed the agenda provided at the meeting.
Cathy Cole made a motion to accept the agenda as written.
Bill Rote seconded the motion.
All in favor with none opposing.
- b. **February Minutes** –
Kathy Hodges made a motion to accept the minutes as presented.
Katie Heineman seconded the motion.
All in favor with none opposing.
- c. **Follow up on STP Charter** – One note to follow up from the previous meeting.
The Share the Plate charter will be updated to be in line with the governance policies—previously the share the plate was under the direction of the Board, but is now a ministry under the Minister.

3. Consent Agenda: Minister's Report – Thom presented the Board Report in advance of the meeting. The Board thanked Thom for his work this month, particularly for his responses to deaths of five church members. The report is attached to these minutes.

4. New Business

- a. **Board Committee Assignments**
 - i. **SMT – Pete Bird to Chair** – Pete Bird has agreed to take on this responsibility because Cathy Cole, the Past President who would ordinarily serve as STP Chair, has taken on other important responsibilities.
Bill Rote made a motion to accept Pete Bird as Chair.
Cathy Cole seconded the motion.

All in favor with none opposing.

- ii. **Committee on Ministry—Peter Witt to join** – Peter Witt has already been vetted by the Board as a potential member, and would be joining immediately, with additional members to be brought on in the summer. Discussed the current membership and Board policy on this committee. Bill Rote made a motion to accept Peter Witt as a member of the Committee on Ministry. Katie Heineman seconded the motion. All in favor with none opposing.

- b. **Sound Room Improvements** – Thom reported that church members involved with the Concert Series want to upgrade the sound system in the sanctuary, using funds raised through past concert series proceeds. In response to Board Policy Book limitations on the Chief of Staff's spending authority, Thom requested permission from the Board to negotiate a sound system upgrade contract in excess of \$5000, and waive the requirement for multiple bids, given the difficulty of finding three potential vendors in the area.

Kathy Hodges made a motion to delegate to Thom the authority to negotiate and sign a contract for this purpose in excess of \$5000, and to waive the requirement for multiple bids on this issue.

Mike Vann seconded the motion.

The Board discussed whether the proceeds from the concert events should specifically go to the music program solely, or should part of the funds go towards the broader concerns of the church. Also discussed importance of making sure that upgrades would include supporting accessibility to worship services for persons who are hearing impaired. Discussed specifics of the equipment being recommended, as well as the importance of a charter for the Concert Series group, and the need for input from other church stewards (like Building and Grounds) since the proposed upgrades modify the physical plant of the church.

Bill Poteat made an amendment to the original motion to delegate authority to Thom for negotiating contract amounts up to the amount in the Concert Series fund, and to waive the requirement for multiple bids on the issue.

Kathy Hodges accepted the amendment to her original motion.

Cathy Cole seconded the motion as amended.

All in favor with none opposing.

- c. **UUA Relations (Update)** – Bill Rote updated the Board on UUA Relations—there is an upcoming meeting in May 14th of 12 North Carolina congregations at the Raleigh UU Fellowship. The organizers are requesting a broad representation of membership and staff to reboot and formalize the NC Central cluster of congregations, in hopes of broadening and deepening the relationship between neighboring congregations to leverage greater impact on common concerns. The Board's concerns about the group included its lack of structure and whether it would be worth the time investment involved. It was informally decided that Bill Rote would convey that we are interested in working with them, but, at this time,

it is not clear enough as to what the purpose of the meeting would be to warrant such a use of staff and Board time.

Also discussed GA, which will be in Columbus, OH, this year in late June. We have eight delegate slots, plus Thom Belote. Bill Rote asked whether we should have an informational meeting on the agenda of the GA to share the content. Further discussion tabled until next meeting.

- d. **Governance Committee—Bylaws** – Bryan Sexton shared updates and possible changes recommended by the Governance Committee.
 - i. **Indemnification** – Bryan Sexton provided language recommended by the Governance Committee, by which the church would indemnify persons acting on the church’s behalf in certain situations. This language comes recommended by the UUA. The Finance Committee will review with our insurance carrier the extent to which our insurance would cover the costs of such indemnification. Also discussed that the UUA is available to consult on liability concerns from a legal perspective, and whether the policy should be specific to C3HUU policy and structure. Bryan Sexton will talk with Dan Hill as Finance Committee Chair to get additional input.
 - ii. **Nominating Committee (Mike)** – Mike Vann brought up a suggestion about the Nominating Committee and how we cultivate leadership in the church, noting that the current process is perceived by some as insular and not as inclusive as it could be. He asked for discussion from the Board on how we might improve the process. While the Board found no need for changes to the Bylaws, there was discussion about current practice and procedures and policies that govern the process. Board asked the Governance Committee to make a recommendation for policy improvements, with a target date for adoption no later than October.
- e. **Annual Pledge Drive (Update)** – Cathy Cole updated the Board—we are in our first week of cottage meetings; several have already taken place. The Pledge Drive Team has been very focused in framing the issue around generosity. We have had 137 people sign up for cottage meetings, which brings the total reached to 160 people in the church. This equates to roughly 30% of the church membership. Discussed how we will be measuring return on investment in terms of the time spent in this new effort. Still trying to engage people who did not sign up for cottage meetings. We have received six pledge forms as of this afternoon; online pledging was only made available on Monday of this week. Discussed importance of tracking what happens next and what we learn from the process for next year.
- f. **Chapel Hill Cooperative Preschool Task Force (Update)** – Cathy Cole made a motion that the Board go into closed session to discuss negotiations with the Chapel Hill Cooperative Preschool. Bill Rote seconded the motion.

All in favor with none opposing.

The Board went into closed session to discuss negotiations with the Chapel Hill Cooperative Preschool.

The Board came out of closed session.

5. Closing

- a. Process Observations** – Bryan noted the good, serious discussion, and expressed appreciation for the input from all present.
- b. Action Items** – The following action items were noted during the course of the meeting.
 - i.** Bill Rote will communicate with Raleigh UU Fellowship regarding invitation to participate in region-wide meeting.
 - ii.** In April, review the annual pledge drive status and consider additional steps to be taken for completing the drive.
 - iii.** Bryan Sexton will speak with Dan Hill, Finance Committee Chair, on indemnification policy recommendation for input from insurance carrier to discuss in April.
 - iv.** Governance Committee will work on a draft of revised Nominating Committee policy, with a target implementation date of October, 2016.
- c. Closing Words**—Bryan Sexton closed the meeting with a reading. The meeting was adjourned.

Rev. Thom Belote
Minister's Report to the Board
For 3/8/16

Reflection

Brad Kosiba recently shared with me a concept he learned from his old minister in Rochester, Dick Gilbert, who enjoyed an illustrious and distinguished career as a UU minister. Gilbert said that everything a minister does (and, conversely, a church does) fits into one of three categories: You Gotta, You Oughta, or Utopia. Gilbert's point is about "putting first things first," prioritizing, and taking care of most important aspects of ministry while recognizing that some of the things we might dream about may be deferred when other things we have to do take priority.

I write this with an awareness that a considerable amount of my time and energy and attention this past month has been spent doing what I consider "You Gotta" work, responding to the deaths of five men in our Church Community: Brad Barker, Bob Weston, Gwil Owen, Bud Godreau, and, most recently, David Lederer. This has included,

- Meeting with surviving spouses and family members.
- Helping the chaplain at Twin Oaks to understand what is expected in a UU memorial service.
- Dealing with complex and challenging family dynamics.
- Accompanying a family in the spreading of ashes at Memorial Rock.
- Writing and delivering eulogies.
- Working with speakers at services so they understand what is expected.
- Dropping everything to say, "I'm coming right over. I'm on my way."
- Coordinating with musicians, the Caring Ministry, other volunteers in our church, and people beyond our community.
- Meeting with groups in our church to help them process the grief and loss of fellow church members.
- Composing orders of service.
- Spiritual and emotional self-care.

I find it interesting that if we look at most of our church's foundational documents, there is little to no priority given to the pastoral response to death. This area of ministry does not seem to be included in the strategic plan, the annual vision of ministry, or our wider policies. But, we would surely all agree that the pastoral response to death fits the very definition of a "You Gotta!"

Items of Interest to the Board

In addition to all of the above...

- I preached and led worship on 2/14, 2/28, and 3/6.
- I officiated at a Memorial Service for Bob Weston on 3/5.

- I hosted a cottage meeting with 7 in attendance on 3/6. I will be the guest or host at three additional cottage meetings on 3/9, 3/13, and 3/15.
- I concluded the “Harvest the Power” SEA class.
- I will begin this year’s Preaching Practicum course on 3/10.
- Three new members since the last board meeting: Nancy Mayer, Dave Salman, and Pete Rubinas. We already have 10 people enrolled for our next Exploring Membership class which begins on Wednesday, March 16.

Upcoming Events of Note

- Memorial Service for Brad Barker is 3/12 at 2:00 at Carol Woods
- I will be out of town from Sunday afternoon, March 27 through Thursday, March 31, participating in the service trip to New Orleans with members of the Youth Group.
- March 31 is the deadline for the Annual Pledge Drive.
- April 1-3 is our Distinguished Guest Minister Weekend with Rev. John Crestwell. Rev. Crestwell will be leading a workshop from 10-12 in the morning on 4/2 and will be preaching both services on 4/3.
- Memorial service for Gwil Owen is 4/2 at 1:00 at the church.

March 8, 2016 BOARD AGENDA

<u>ITEM</u>	<u>RESPONSIBLE PERSON</u>	<u>END TIME</u>
Welcome		
Chalice Lighting/Reading	Bryan	7:02
Sharing	Board	7:17
Approval	Bill P.	7:20
Tonight's Agenda		
February 2016 Minutes		
Follow up on STP charter.		
Consent Agenda		
Minster's Report	Thom	7:30
New Business		
Board Committee Assignments:	Bill	7:35
SMT – Pete Bird to Chair		
CoM – Peter Witt to join		
Sound Room Improvements	Thom	7:40
UUA Relations (Update)	Bill R.	7:50
Governance Committee - Bylaws	Bryan	8:15
Indemnification		
Nominating Committee (Mike)		
Annual Pledge Drive (Update)	Cathy	8:35
CHCP Task Force (Update)	Cathy	8:55
Closing	Bryan	9:00
Process Observations		
Action Items		
Closing Words		