

The Community Church of Chapel Hill

UNITARIAN UNIVERSALIST

106 Purefoy Road, Chapel Hill, NC 27514 • 919-942-2050 • c3huu.org

BOARD OF TRUSTEES

Meeting Minutes

December 10, 2019

Members: Barb Chapman, Doug Shier, Russ Bowen, Steve Day, Jenny Warnasch, Lilie Bonzani

Ex Officio: Thom Belote, Andrew Wright

Guests: Salem Macknee, Heather O'Connor

Absent: Scott Edinborough, Caroline Sherman, Bianca Rodriguez

Chalice Lighting and Check-in

Steve read an adaptation of a quote. Russ read the mission statement. We checked in.

Consent Agenda

- Approval of Agenda
- Approval of November Minutes
- Minister's Monthly Report

Agenda change: Russ noted that we had a sewer leak over the weekend that we'll discuss.

Some name spelling changes were made to the November minutes.

Barb moved to approve the consent agenda. Jenny seconded. Unanimous vote to approve.

Board Minutes on the website

Russ noted that we haven't posted minutes on the church website since April. He has gone back and collected the minutes that need posting from the drafts. He did not recall any substantive changes so will post them as the best representation of the activities.

Sewer leak

Thom said that we had a sewer leak but it was not a major deal and will likely be under \$1k. Lilie asked if major sewer issues are covered by our insurance, and that it is not an expensive add on if we don't. **Thom will check.**

Sabbatical Planning

Thom explained that sabbaticals are a normal part of ministry and he is taking one in the fall. He is working through the contract with the sabbatical minister. He also said that Salem Macknee is the 5th member of the sabbatical committee. Sept-Nov 2020 are the dates of his sabbatical, and his summer break will be a little shorter.

Board Nominating Committee

Barb said that she found Maggie had some notes at the nominating committee about how their process works and she will acquire them.

Community Day of Service

Doug summarized the Charles House work from 2019 and said we will follow a similar model for 2020. Since there are multiple locations, he is looking for a volunteer, preferably from the board, to help coordinate. March 7th is the date, with March 14th as the rain date. Doug would like everyone to think about it and get back to him if they would like to be a coordinator for the board project.

Annual Giving Update

We do still need more projects, so if you have any ideas, let Mary Beth Powell or Bill Rote or Barb know. The Booker Creek trail cleanup will need a new coordinator this year as Jordan will not be able to do that again. The town will provide all that is needed. Barb gave a brief description of how the community day of service is the kick off to the annual pledge drive.

Additional Funding for Mark Ewert

An anonymous donor has agreed to fund another 5-10 hours of time with Mark Ewert, who is a stewardship consultant the board has used in the past. He has given the board some direction that we are still acting on.

Stewardship Task Force.

Barb passed out a handout with notes from our last discussion as well as other visualizations. She discussed the special and restricted funds. One of those is the endowment fund, and Scott Provan will be presenting this Sunday on how to contribute to endowment.

She said we really need to get moving on the donor intent forms. This is to keep track of both past and future pledges for end of life gifts. She said we should be consistently having pastoral visits to maintain the connection to older members.

Doug discussed that his family has joined the Playmakers Theatre recently and he had a card on his seat when they went to see the last show. This is a good example of something small that can make an impact.

Russ asked about a charter for the task force and Barb said she's been getting input from several people. One thing that's come from that is we will need some changes to the board gift policy. Looking at how we acknowledge gifts is important as well. Overall, it's both small and large issues that need to be looked at. Russ will send Barb some rough language for the charter. Thom asked about other church's charters as an example, and Barb will send Russ the info that Mark Ewert provided previously.

Barb and Russ discussed a few people who might be interested in being on the task force.

Building Task Force

Jenny said that the town is being nitpicky but is moving along and the zoning permit application has been submitted on Nov 28th. Rainwater was an issue that came up along the way. 3 construction bids came in today just before the board meeting.

The Gap force has been talking to new members who have joined since the capital campaign.

The Finance and Building Construction Task Forces will meet on the 16th, hopefully with the architect, to review the bids. We expect a couple of weeks of digging into the bids to see what is and is not included.

Barb asked about what to say about the Gap if people ask. Jenny explained that the current gap is based on very old figures, with some ballpark update from the architect recently. So tell people that we should know soon what the actual Gap is, but until then just hang on. Barb also asked about the Wegmans. Jenny and Andrew said that we thought the engineering firm is working on that project.

Andrew noted that the board president will need to sign the contract when the time comes, probably in January.

January Retreat

We discussed that the board retreat and Yule ball both start Friday Jan 3 and will be at Russ' office in the Eastowne area. Heather will reach out to Bianca about the timing of the Friday portion of the retreat to see if we can accommodate both in the same evening.

Year-End Board Self Evaluation

Accomplishments:

Dealing with the preschool leaving (kudos to Jenny and Russ). It went well and could have been much more difficult.

The Manse Sewer/septic issue was resolved.

Great progress on the building project.

We began the process of creating structure for stewardship for the future. Thom added that a cultural shift was required to bring all the players together to accomplish that and kudos to Barb for her work on that.

Russ said he needs to improve the posting of the minutes

Lilie said we made progress on getting input from all board members.

Steve agreed that the tone has been comfortable. The building project has been a major accomplishment.

Thom said we had two congregational meetings that this year's board ran. Both of them were well run and well received. This is no small task. Salem agreed that was her impression from outside the board.

Barb said it's easy to get mired in the minutiae, and we have to sometimes like with the sewer, but we've had open ended discussions where we related to our mission.

Doug has been impressed with what he's learned about the financial planning that the board does about long term maintenance and budgets. And how those numbers advance the mission of the church. He also noted the enthusiasm that the board had toward the gun give-back program, while also being very careful about discussing any possible issues it could have created.

Jenny said thank you to Barb for the three years overall. The binders, the Mark Ewert meeting, and things that Barb will still do in the future. Barb said it only works if the board is receptive. Jenny is very excited about the Stewardship piece.

Scott seconded that the communication, and hearing from everyone, has gone well and the board functioned smoothly. The non-violent communication training from Russ made him communicate better.

Andrew said the board has done a lot of work for the future, laying out things that need to be worked on and remain in focus.

Russ also said funding the Gap has been a struggle because of competing priorities. Along with posting the minutes.

Two Stories on Enemies

Russ shared a story about WWI and the Christmas truce. Were they really enemies? Doug shared a perspective from a song about the Christmas truce.

Russ also played a story from Story Core on NPR. He then discussed finding humanity, rather than labeling people as "bad."

Process Evaluation

Steve said people were prepared which helped us move through. It was nice to have two of the new board members. Russ thanked the outgoing members and welcomed the oncoming.

Chalice Extinguishing/Closing Reading

Steve read about gratitude from Fred Rogers.

Action Items:

- Thom will check about if our insurance covers major sewer issues
- Barb will send Russ the info that Mark Ewert provided about a charter for a Stewardship committee
- Russ will send Barb some rough language for the charter
- Heather will reach out to Bianca about the timing of the Friday portion of the retreat to see if we can accommodate the Yule ball