

University Christian Church

Board of Stewards Meeting

April 16, 2013

UNAPPROVED MINUTES

Stewards Present:

Elaine Becker	Mike Morton
Leslie Dell	Ernie O'Donnell
Susan Hill	Frank Perry
Tom Jones	Bill Proenza
Sandi Kennedy	Fred Spradley
Carol Jane Lawrence	Doug Welch
Steve Midgley	Scott Wheatley

Ex-Officio Members Present:

Rev. Larry Thomas, Senior Minister
Rev. Ellen Lewis, Associate Minister

A meeting of the Board of Stewards of University Christian Church was called to order at 6:35 p.m. by the Chair, Steve Midgley. Doug Welch led in the opening prayer.

Listening to UCC Members – No member signed in to speak to the Board.

Approval of Minutes - The minutes of the March Board meeting were reviewed. Fred Spradley made a motion that the minutes be approved. Carol Jane Lawrence seconded the motion. The minutes were approved as amended.

Proposal for Shared Leadership in TBA/BBA – Renee Hoke presented a proposal for shared leadership with Trinity Brazos Area and Bluebonnet Area (located in the Austin to Rio Grande Valley). The two areas would share compensation and benefit expenses equally. Travel expenses to be reimbursed by each area and both areas would contribute equally to the special events budget as a cost saving measure for both areas. Combining the responsibilities of the two areas would allow the current TBA budget a decrease of \$30,000. Shared leadership is the first step in our journey toward greater collaboration across geographic boundaries. Chad

Cline, the current Moderator of the region, a member of UCC and a member of TBA pointed out that the key piece of shared leadership encourages areas to talk to one another. Hi-Plains, Central, and Tres Rios Areas currently have a covenant to work together and share two ministers. Northeast and Coastal Plans also work together. Bluebonnet Area will vote on the proposal next weekend. Trinity Brazos Area will vote on May 4 at its meeting. Upon approval by both areas, the plan will begin implementation on June 1.

Updates and Reports

Sr. Minister Report – Rev. Thomas stated that the Easter Sunday services and the Good Friday service were tremendous. Some concerns need to be addressed for Maundy Thursday. We recently had baptisms and confirmations. He has met with Jeff King regarding the Visioning Committee. Rev. Thomas expressed a desire to select a few descriptive words that identify our congregation, such as *Open minds*. . . *Caring hearts*. . . *Changing lives* for use in our visioning of UCC. We want to represent ourselves as a mainline congregation with new and progressive ministries.

Report from Deacons – Chair Frank Perry stated that he has met with Chad Mooney who will be the Chair of the Deacons next year. They discussed the mechanics and goals for the Deacons.

Report from Elders – Chair Mike Morton reported that at the Elders meeting last month they viewed a Ted Talk. They discussed ways for Elders to be more visible and create awareness of the presence of Elders in the congregation. Vera Rowell will step down as Chair of the Ordination Committee and Cheryl Alexander will assume the duties of Chair. Also on this committee will be James Chaffin, Phyllis Allen, Buddy McIntyre and possibly one more member. Mike also reported that season football parking reservations are going very well. They will add a third lot this year.

Finance Report - Jeanne Duke made the following report for the Finance Committee.

Consolidated Balance Sheet as of March 31, 2013 (Finance Detail 1)

- Comparative cash balances are summarized as follows:

	3/31/2013	3/31/2012	12/31/2012 (Unaudited)
Operating	\$609,000	\$400,000	\$423,000
Restricted	412,000	361,000	641,000
Capital	404,000	209,000	396,000
Endowment	12,000	6,000	6,000
Consolidated	\$1,437,000	\$1,395,000	\$1,466,000

Total Equity in the Unified Operating Fund (Fund 1) continued to increase, with \$473,000 at the end of March 2013. For comparison, Total Equity at the end of March 2012 was \$281,000. Note also, the Endowment Fund is over \$12 million compared to just over \$10 million a year ago.

Unified Operating Report, Year-to-Date March 2013 (Finance Detail 2 & 3)

- The sum of pledges, non-pledge contributions, and offerings at the end of March 2013 are only \$10,115 behind our forecast and better than the actual YTD of \$626,500 (an increase of \$74,000) in 2012 and \$641,900 (an increase of \$59,000) in 2011. Our total income was \$3,500 over forecast. As for expenses, we spent \$30,000 less than expected in the first quarter on personnel due to vacancies. Under Endowment Administration, we paid \$4,290 more than expected in ad valorem taxes, presumably from increased production from our mineral interests. Endowment Committee will consider a budget amendment request from Finance Committee to cover this expense during its May meeting. We spent about \$21,000 on Children's Closet uniforms more than planned for the month, placing us at about \$30,000 over year-to-date but with half of the budgeted funds for the year still available. In addition, lower than expected building expenses resulting in positive net income for the first quarter of \$282,000, about \$31,000 favorable to forecast.

Reserve Fund Activity (Fund 2) Report (Finance Detail 4 & 5)

- 2014 advanced pledges are already at \$30,000. We received a Women's Reserve gift of \$25,000.

Capital Fund (Fund 3) Activity Report (Finance Detail 6)

- UCC spent the following in February and March 2012: \$6,867 more on the UCC Community Garden project; \$8,469 on doors; \$6,600 on the elevator project; \$3,340 on the sanctuary sound system; and \$4,738 for choral risers.

Budget Amendments (Finance Detail 7 & 8)

- Outreach Allocations from General Outreach Designated for Future Reserves included: \$6,000 to Rippling Hope, El Paso; \$5,000 to Juliet Fowler Home, Dallas, Texas; and \$5,000 to Disciples Crossing, Athens, Texas.

New Business Action Items

Proposal for Addition to Personnel – Rev. Thomas said that we are currently staffed for maintenance but not for growth. He would like to add Jessica Vacketta to the staff. She is graduating from Brite Divinity School and will be ordained in May. Jessica is highly recommended because she is already known by the members, she adds a vast amount of

energy to worship and she is very qualified to do pastoral care. She also has ties to TCU and Brite. Jessica has not committed to accept the position just yet because she has expressed an interest in overseas ministry. In the event she does not accept, Rev. Thomas asked to be allowed to hire Brite students to assist in these areas.

At this time the Chair asked that the meeting go into Executive Session to discuss a personnel matter. Upon returning to the open meeting, Bill Proenza made a motion to approve hiring Jessica Vacketta as an Associate Minister, or, in the alternative, should she not accept the position, that Rev. Thomas be given authority to secure three seminary students for Adult Ministries, Outreach and to assist with Children's Ministry. Mike Morton seconded the motion and all approved.

Approval of Disciples Crossing Capital Campaign – Don Houk provided brochures and information regarding the proposed \$1,250,000 capital campaign for renovations to be made to Disciples Crossing, the camp facility in Athens. Beth Morris is the Development Officer in charge of the campaign. The plan is to begin the campaign immediately and be concluded by August 31 prior to the beginning of the UCC stewardship campaign. UCC is requested to contribute \$100,000. Outreach would increase its annual contribution from \$5,000 to \$15,000. The campaign would require a steering committee of twenty-five people to assist in raising the funds here at UCC. Monthly receipts and pledge numbers would be maintained in-house and forwarded to Beth Morris. Beth would concentrate on fundraising at other churches and direct solicitation. UCC would need to approve administrative expenses in the amount of \$3,000 to support the fundraising efforts. A discussion ensued regarding whether this amount would be reflected in the annual amendment limits of approval given to the Board of Stewards in the bylaws.

Frank Perry made a motion that (1) the Board of Stewards appoint a Steering Committee to lead a capital campaign within the UCC congregation with the goal to raise \$100,000 towards the \$1,250,000 capital campaign, *The Future is Now, The Campaign for Disciples Crossing*; (2) that the Board of Stewards authorize \$3,000 for administrative expenses to support the fundraising efforts of the Steering Committee; (3) that appropriate UCC staff oversee the financial aspects of the internal campaign; and (4) that funds raised pursuant to the internal campaign be presented as a separate line item to the Assembly for the Board's amendment requests to the budget.

Mike Morton seconded the motion and all approved.

Old Business Action Items

Approval of Administrative Committees and Chairs – This matter was passed until the next meeting.

Approval of Nominees for Elder, Deacon, Board of Stewards and Officers – The slate of nominees was presented to the Board. Carol Jane Lawrence made a motion to approve the nominees. Frank Perry seconded the motion and all voted in agreement. A Congregational Meeting date will be set in May for approval of the Elders and Deacons. The Board of Stewards and Officers will be presented to the Assembly for approval at the May Assembly meeting.

There being no further business to discuss, Rev. Thomas closed the meeting with a prayer and the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Leslie Dell
Board Secretary

Thelia Chaffin
Assistant to Senior Minister