

University Christian Church

Board of Stewards Meeting

June 18, 2013

UNAPPROVED MINUTES

Stewards Present:

Phyllis Allen	Susan Hill
Michelle Allred	Tom Jones
Shirley Branham	Sandi Kennedy
William Butler	Carol Jane Lawrence
Carolyn Critz	Ernie O'Donnell
Brian Gibson	Scott Wheatley
Heather Harris	

Ex-Officio Members Present:

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

A meeting of the Board of Stewards of University Christian Church was called to order at 6:40 p.m. by the Chair, Scott Wheatley following an Orientation of the new stewards which began at 5:30 p.m. Scott Wheatley led in the opening prayer and in a moment of discernment. In his opening remarks, Scott reminded the Board that we are the business arm of the church; we are people of God and called to serve God. We make tough decisions, many of them business-related, but we must not lose sight of what we are about. We are profoundly Disciples and we stand for something: tolerance, voice of reason and yet steadfast in faith.

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

Approval of Minutes - The minutes of the May 21 Board meeting were reviewed. Brian Gibson made a motion that the minutes be approved. Tom Jones seconded the motion. The minutes were unanimously approved.

Updates and Reports

Sr. Minister Report – Rev. Thomas has continued working on the vision process which has been a challenge but a rewarding experience. We are a progressive but diverse congregation. "Open minds" is the part of the vision statement that folks feel most strongly about. Followed closely by worship, good news and open hearts.

Our goal is to reach out to younger generations, via social media and other modern communication methods.

We will promote endowment and stewardship and solid worship and good business practices but won't have a three to five or ten-year plan. Things change too quickly for this way of doing things now. Moving forward means engaging in ongoing conversation.

Rev. Thomas continues working with Ellen to keep the church on course, administratively. He spends a great deal of his time on pastoral care and staff issues.

The question was asked by Brian Gibson if any Boy Scout troops have asked to have meetings at UCC in light of new developments in the organization regarding openness of accepting/allowing gay scouts. Rev. Thomas responded that this would be a difficult decision but we would have to make our position clear. It doesn't have to be politicized for us to be a welcoming entity. If the issue were to come up, the staff would work diligently to make arrangements that would result in peace among our congregation.

At this point, since this is the first meeting of the new Board, the Chair suggested everyone introduce themselves and tell a little about what they do at UCC.

Report from Deacons – Chair Chad Mooney could not be present for this meeting but provided a written report. Chad reported that the deacons are still planning to have the Deacon Orientation Meeting on June 30 at 12:15 p.m. They are having an "all deacons" training with Mike Morton as part of the meeting. As of right now we have a total of four people who have RSVP'd with Jennifer. She will be sending another reminder email this Thursday and then again next week. If all else fails, Chad will probably be making about 56 phone calls early next week to remind everyone of the important meeting.

Report from Elders – Chair Shirley Branham reported that an orientation for Assembly Elders, Class of 2015 and the incoming class of 2016, as well as new Continuing Elders was held on June 2 immediately following the 11 a.m. worship. Elders participating in the orientation and education portion were Harry Parker, Cy Rowell, Charles Sanders and Sandra Soria. The topic, as usual, was *All You Ever Wanted to Know About Serving as an Elder at UCC*.

Discussions centered on serving at the communion table, how to write a communion prayer, serving outbound communion to those unable to come to church, and other Elder responsibilities. New handbooks were distributed with guidelines for these responsibilities and other suggestions for being effective spiritual leaders in the church.

Elder leaders for the coming year are Chair, Shirley Branham; Vice Chair, Eldon Irving; and Secretary, Judy Clinkscales.

There will be six meetings during the next church year, beginning in August and concluding in April, 2014. Elders do not meet in the months when there is an Assembly meeting.

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

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

- Comparative cash balances are summarized as follows:

	5/31/2013	4/30/2013	5/31/2012	12/31/2012 (Audited)
Operating	\$638,000	\$605,000	\$325,000	\$433,000
Restricted	451,000	442,000	361,000	625,000
Capital	305,000	403,000	296,000	389,000
Endowment	81,000	69,000	270,000	6,000
Consolidated	\$1,475,000	\$1,519,000	\$1,251,000	\$1,453,000

- The payment of about \$100,000 for the elevator project accounts for the decline in the Capital Fund since April. Prepaid WDS tuition increased from \$12,000 in April to almost \$114,000 in May. The values for end of May 2013 represent no significant changes from March 2013.

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

- The sum of pledges, non-pledge contributions, and offerings (PCO) at the end of May 2013 for the month were within about \$400 of forecast but remain about \$25,000 behind YTD. Total income is behind forecast YTD by about \$20,000. Expenses overall for May \$45,000 less than budget. Personnel expenses for service awards are allocated in the budget over 12 months but expensed only in May, resulting in a variance of \$5,438 for May. We usually pay DMF (denominational support in Outreach) quarterly, and the \$51,000 budgeted for payment in May was late. Accounting for the unspent amount budgeted for agency support, UCC ended May within \$8,000 of forecast for net operating income YTD.

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

- Notable changes since March 2013 other than anticipated seasonal variances include new gifts of \$5,000 for the Senior Minister Advised Fund and \$6,000 for the Music General Reserve.

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

- UCC received \$1,631 from TCU for the Community Garden Project
- UCC spent the following in May 2013
 - Misc. Purchases & Repairs: \$3,908
 - UCC Community Garden: \$509
 - Elevator Project: \$90,924
 - Sanctuary Sound System: \$21
 - FH Audio/Lighting: \$3,260
 - A/V Hardware Replacement: \$704

Budget Amendments (Finance Detail 7 & 8)

- Unified Budget (Fund 1) Budget Amendments: Prayer Shawl Ministry, \$286.

Insurance Policy Review

- Notable changes to the policy for 2013-2014 from 2012-2013 include the following:
 - Fine art items identified for specific coverage in last year's contract included only *Water of Life*, the statue-fountain in the garden, and the *Chancel Cross*. This year, our premium increased from \$350 to \$901 to cover these additional works:
 - *Jesus and the Gerasene Demoniac* (oil painting), valued at \$45,000
 - *Meditating Woman* (marble statue), values at \$55,000
 - *Jesus Knocking at the Door* (oil painting), valued at \$10,250
 - Our wind/hail deductible increased from \$10,000 to \$50,000. The company providing our commercial property coverage reduced our overall premium by 9% on their own to help us feel better about the significant change in coverage. The change was a decrease from \$63,233 to \$56,614, or a net reduction of \$6,619.
 - Overall change of the total premium in 2012-2013 of \$120,363 to \$115,744 in 2013-2014, a reduction of \$4,619.

Stewardship Subcommittee for Fall Campaign 2014 - Gregg Lehman, Chair of the Stewardship Subcommittee, explained to the Finance Committee that UCC would follow the same pattern as last year. The Subcommittee plans to meet over the summer to identify a theme and key scripture text as well as begin the process of developing campaign materials. The most active period of the campaign will be the two weeks that members of the congregation will personally contact other members, thank them for their support, and offer an opportunity for them to convey any prayer concerns. Larry will preach on stewardship on a single Sunday. Gregg offered members of the Finance Committee first option to join the subcommittee. Jeanne Duke and Troy Tuomey agreed to help. Gregg will identify 2 other recruits by mid-July.

It was suggested that new Board members attend the August Finance Committee to begin to familiarize themselves with the budget process.

New Business Action Items

Appoint Board Members to Select Board Nominee to CLG – Volunteers to select the Board's nominee to the CLG are Heather Harris and Brian Gibson. Approval by the Board of the nominee will be via email.

Approve Delegates to General Assembly – Lori Gallagher and Carol Ehlmann expressed an interest in attending the General Assembly as voting representatives of UCC. Phyllis Allen made a motion to approve these two as voting representatives of UCC. Carol Jane Lawrence seconded the motion and all approved. Scott Wheatley signed a letter addressed to Dr. Sharon Watkins which the representatives will present at time of registration in Orlando. Subsequent to the Board meeting, Mary Katherine Spalding and Yeahwa Lee also expressed an interest in attending the General Assembly and the Chair signed a similar letter on behalf of the Board giving them the authority to be a voting representative.

General Assembly may be contentious this year because a vote on human homosexuality in clergy and congregations will be presented and possibly brought to vote. The feeling is that we may lose congregations from our denomination who cannot, culturally, vote to endorse homosexuals even though it is against our belief of inclusiveness of all people.

At this point in the meeting, Scott Wheatley addressed the issue of the lack of a quorum at the May Assembly meeting and the problems arising as a result. It is assumed that we have the ability to vote via email due to the lack of any mention regarding this in the bylaws. Scott would like to ask the CLG to look at the matter. In the meantime, he will send a letter to Assembly members welcoming them to this governing body and explaining the importance of attending these meetings. Other ideas would be to lower the quorum or even do away with the Assembly altogether. Jean Duke brought up the issue of the Finance Committee operating without a Treasurer. Phyllis Allen seconded the motion made by Scott Wheatley and all approved to submit the questions to the CLG for review and consideration.

There being no further business to discuss, Rev. Thomas closed the meeting with a prayer and the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Susan Hill
Board Secretary

Thelia Chaffin
Assistant to Senior Minister