

# University Christian Church

## Board of Stewards Meeting

June 17, 2014

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### UNAPPROVED MINUTES

#### Stewards Present:

Phyllis Allen	Eldon Irving
Michelle Allred	Sandi Kennedy
William Butler	Carol Jane Lawrence
Carolyn Critz	Gay McKeever
Lori Gallagher	Monty Phillips
Brian Gibson	Sean Strange
Heather Harris	Carol Wilkerson
Don Houk	

#### Ex-Officio Member Present:

Rev. Ellen Lewis – Associate Minister

A meeting of the Board of Stewards of University Christian Church was called to order at 6:31 p.m. by the Chair, Sandi Kennedy, who made a few opening remarks. She said we are a new creation, a new Board. We are leaders of our congregation, committed to support the ministries for our church. Perhaps we are at a crossroads. The previous Board deliberated and had to make some tough decisions. As a new Board, we need to keep working to envision the future. As Michael Yandell mentioned in his sermon, "Where is our center?" As a Board, we need to:

- Discern God's will
- Respect the process (work together in accordance with the Bylaws, and with each other)
- Caring for one another (ourselves, congregation, clergy, staff)

Participants introduced the person and area of ministry of the person on their right.

**Listening to UCC Members** – John Andrus spoke to the Board and announced that he has agreed to be Stewardship Chair for 2014 for two reasons: "I love this church and this is a critical year; we have to really show our vision." John wants to keep the current base (phone, contact cards), but believes we should expand by focusing on what the members share as a passion for the church to help improve the amount of their tithes. He suggested having a meal at the midpoint of the stewardship campaign rather than just the end.

Key donor contacts will be made to discuss what it actually takes to run and operate the church. People may not be aware of the number of volunteers that are needed to make things happen. He suggests continued messages from the pulpit by members.

Board and Administrative committees will be asked to pledge first (by card, on-line)

The committee will be a balanced representation of Sunday School class members, representatives of various groups, etc. in June). To date nine people have been identified as potential members of the Stewardship Committee. The schedule is as follows:

- Promotion plans in July
- Begin education in August
- Kick-off in October
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Updates for the stewardship campaign will be given through the finance committee in the future.

**Approval of Minutes** - The minutes of the May board meeting were reviewed. Brian Gibson moved to approve the minutes. Phyllis Allen seconded with the change of spelling of name of Troy Tuomey. Minutes were approved.

**Assignments for Calls to New Members** – Board members volunteered to reach out to new members:

Brittany Jade Sellers – Phyllis Allen  
Jennifer & Parker Jones– Heather Harris  
Alfie & Sprunck – Brian Gibson

Brian Gibson inquired whether anyone makes calls to visitors. Cyndy Twedell and Judy Alter call them. Second time visitors get note from letter writers. Sandi asked if we should also call those having baby dedications. The consensus was that it might not be feasible.

**Sr. Minister Report** – Rev. Ellen Lewis provided this month's report. The Ministers Retreat was the last week in May with all the Clergy, Kera and Klya attending. It was the first retreat since September and provided a good time to get away. It was a very productive time. They were able to relax, and also work on processing the personnel and programing changes.

- They planned a summer sermon series based on questions from Chi Rho Sunday School Class (4 topics starting in July and the first Sunday in August)
- Discussed Sunday evening programing since we no longer have to work around the Search time-slot (no decisions yet but feel that they have more flexibility). We are looking at new ways of doing things.
- Website discussion (initial changes will not be obvious since it will be procedural but will eventually streamline calendar information) to make it easier to use.

- Change in responsibilities for Pam Reeser (weddings plus funeral and memorial services, some pastoral care) and Thelia Chaffin (some pastoral care responsibilities)
- New staff assignments discussed.
- Enneagram – a tool to help you discover what motivates individuals was revisited with the two newest associate ministers.
- Reviewed the audit report
- Discussed needs of the program and support staff looking at opportunities for growth and education.
- Ways to expand the influence of the Elders and Deacons. Larry to address these groups in the near future.
- Sunday, October 19 – We are planning to have Rita Nakashima Brock, Brite Divinity Soul Repair Center, lead a discussion around the book *Saving Paradise* targeting church leadership in an afternoon session (tentative 12:00 – 3:00). We hope this is the first of a continuing series. We are excited to bring in people of that caliber.

There was lots of good conversation and it was a worthwhile experience.

#### Summer Events

- Chi Rho currently on mission trip in Austin
- Vacation Bible School next week
- Music Makers Camp following VBS
- CYF Mission trip to Yakima Indian Reservation in Washington
- Summer Sabbath in July (many meetings will be on sabbatical)
- Nicaragua Mission Trip in July
- Movie company filming a feature length film, *My All American*, a story about Daryl Royal. This week will be using our Fellowship Hall for breakfast and lunch. Erin Erckert is the star.
- Quadrennial Assembly begins next Wed through Sunday. Phyllis Allen is going.
- Cup of Blessing, Prayer Shawl ministry.

**Report from Deacons** – Lori Gallagher wants to make more opportunities than ushering. Ushering is important, but the Deacons can do more. She wants to have a Facebook page. She is urging the Deacons to wear their name tags. “We’re the ones” is the mantra of service to the Church. Deacons were urged “If somebody should - then they should do it”. The deacons can make a difference.

**Report from Elders** – Chair Eldon Irving reported that the New Elders Orientation was held on Sunday, June 8 with all new Elders present. The importance of being an Elder was stressed and Elders’ responsibilities and ministries were outlined with an opportunity for questions. Eldon will present the Elder Shepherding Ministry at the Elder meeting on June 24. The congregation has been divided into flocks with Elders as shepherds of the flocks. An article in the July Journal will announce this new ministry to the congregation. Each Elder will send a letter to the members of his/her flock, personally

introducing the ministry and encouraging them to call the Elder when they have prayer requests. In addition to this, the Elder will call his/her flock at least once per quarter. This Elder Shepherding Ministry can help all of us feel closer to the church, closer to each other and closer to God.

**Finance Report** – Dan Powell provided the following report.

**Consolidated Balance Sheet as of May 31, 2014 (Finance Detail 1)**

**A.** Comparative cash balances are summarized as follows:

	<b>5/31/2014</b>	<b>4/30/2014</b>	<b>5/31/2013</b>	<b>12/31/2013 (Audited)</b>
Operating	\$764,000	\$684,000	\$638,000	\$425,000
Restricted	483,000	476,000	451,000	704,000
Capital	326,000	329,000	305,000	350,000
Endowment	94,000	58,000	81,000	15,000
<b>Consolidated</b>	<b>\$1,667,000</b>	<b>\$1,548,000</b>	<b>\$1,475,000</b>	<b>\$1,494,000</b>

UCC Equity is currently at about \$388,000. This means that we will likely cover any summer cash flow problems without borrowing against our line of credit.

**Unified Operating Income/Expense Statement (Fund 1)**

**B. Review of Unified Operating Income/Expense activity for May 2014:**

Using the revised income and expense budget, our unrestricted income before WDS through the end of May was \$4,000 more than forecast due to stronger than anticipated pledge income and usage fees. On the expense side, we were \$6,000 higher than anticipated, due to Youth Christian Education (\$3,000), Children's Closet (\$11,000), Ecumenical (\$2,000) and Outreach Support (\$2,000); partially offset by lower than budgeted expenditures on Children's Education (\$2,000), Worship Music (\$4,000) and General Administration (\$6,000). Net operating income as of May 31, 2014 \$4,000 better than forecast.

Last month the Assembly approved revisions to our 2014 Budget that reduced our income to more realistic projections based on current Stewardship results and a 3 year income average rather than what had been used – a 7 year average. Year-to-date Pledges, Contributions & Offering (PCO Income) combined are slightly ahead of budget by \$1,700. On the expense side our net operating income YTD is \$50,000 mostly attributed to Personnel and Building & Grounds being ahead of budget.

## **Capital Report**

- C. **Capital (Fund 3) Activity Report** – Very little Capital activity to report this month. Plaques were purchased to replace the plaques that were stolen earlier this year from the memorial garden and the front door area. In addition, some minor IT supplies were expensed.

## **Other Committee Business**

Budget Amendments – One Budget Amendment was approved this month: \$250 from the South Central Alliance Reserve collected for the Canned Food Drive.

## **New Business**

**Appoint Committee to Select Board Nominee to CLG** – The Board, Elders and Deacons nominate an at-large nominee for the CLG. Names should be submitted at the August 19 meeting for terms to begin in January, 2015 pursuant to Paragraph 9.5 of the Bylaws. Volunteers to assist with Board selection: Carol Jane Lawrence, Phyllis Allen.

**Fall Initiative**– Larry has asked us to be involved in going to Sunday School classes, small groups and other groups to ask the question “What are you willing to support?”, which goes beyond the question “What do you want.” Larry/Staff will develop a script to assist BOS members with a target time of September. Gay McKeever will serve as Board contact person. More information to come at the August meeting.

There will not be a meeting in July. The next meeting will be in August at the regular time. Fall Kick Off is August 24 with Food Trucks and seating in Fellowship Hall. By popular demand, there will be a photo booth again this year along with bounce houses for kids. This will be an opportunity to sit down with folks, have fun with kids. We hope to also have therapy dogs.

After a prayer by Sandi Kennedy, and no other business to come before the Board, the meeting was adjourned 7:45 p.m.

Respectfully submitted,

Sean Strange  
Board Secretary

Thelia Chaffin  
Assistant to Senior Minister