

University Christian Church

Board of Stewards Meeting

September 16, 2014

UNAPPROVED MINUTES

Stewards Present:

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

Ex-Officio Member 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 6:40 p.m. by the Chair, Sandi Kennedy. Gay McKeever opened the meeting with a prayer.

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

Approval of Minutes - The minutes of the August board meeting were reviewed. Phyllis Allen made a motion to approve the minutes with corrections. Carol Wilkerson seconded the motion. All approved.

Assignments for Calls to New Members – No new members this month.

Report from Communications Committee – Maggie Thomas, Chair of the Communications Committee, reported that committee members will continue taking pictures for the online pictorial directory on October 5 and December 21. The total number has increased to 421. The committee plans to review the current online communications/social media policy including guidelines for Facebook and other interactive messaging. Protecting UCC's brand is important. They will also work on a detail description of the duties and responsibilities of the committee to meet specifications in the bylaws.

Update from Stewardship Committee – John Andrus reported that we are approaching 100% pledging of the board members. The theme this year is “Who we are: God’s hands and feet.” I Corinthians 14:12 is the Biblical reference. The goal is to increase pledge units back to 2013 levels (711) and to increase current pledges by 5%. An increase in participation will be assisted by worship moments, Sunday school presentations, and communication with the different ministry areas. 100% participation from leadership areas of the church and active Sunday school members is hoped. Promotional materials to include: posters, pews stuffed, mailers, electronic communication, and a Journal article in September and October. A status update will be provided in November. Major donor thank you notes will be sent out and letters to members are due to go out by September 24, 2014 to thank them for their past pledge and encourage future support.

The artwork has been donated by Scott Baker free of charge. We should send a thank you note to him.

Calling campaign is coming up October 13-16 and October 20-23. David Nolan will have a training session on October 12.

William Butler has worked to put together educational material. The youth video ties directly into the “who we are” message. Drew should have it ready by the end of the month. It will be shown at the assembly meeting on October 28. Worship opportunities will include messages of who they are, what their involvement is in the church, importance of funding, etc. to be given on the first and last Sundays in October with Larry’s stewardship messages delivered on the two middle Sundays.

Rev. Thomas would like for stewardship to be a 30-day event rather than extended into a four-month period. Brian Gibson noted that stewardship awareness is a year-round goal, however. It is important for members to understand that the endowment is a savings account that belongs not just to us but to future generations of UCC members, established by law and by contributor’s request. Larry reminded BOS of the goal to build the endowment to \$20M.

The Stewardship Committee were praised for their dedicated work .

Senior Minister’s Report – Rev. Thomas stated that the church website is being examined to make it friendly to mobile devices but we want to avoid duplication of input. It was a good summer financially due to the adjusted budget based on new expectations following the staff reductions and programing changes. Many pre-paid pledges were made in the first quarter. We have had good attendance and offerings and have ended the summer in the black (marginal but still black).

He is looking at some needs we have and was thinking about bringing someone on to assist with pastoral care. However, he felt it important to consider a part time admin for one staff member instead of a pastoral care minister to free Thelia from many other responsibilities. It is good and healthy for the church to have all ministers do pastoral care. Daniel Terry will resign at the end of the year due to the new position he has received at TCU. We must wait to see how the stewardship campaign comes out. Russ/Larry will try to take some of the responsibility but will need the help of more lay leadership to assist. Currently Daniel Terry spends 10 hours per week. Ministers are passionate regarding meeting the pastoral needs of the congregation but it can be difficult to move between the various situations in the day.

Additional Events

Leadership Enrichment - Rita Brock *Saving Paradise* book discussion and luncheon, October 19, following worship. More events of this type will be planned with the assistance of the Senior Ministers Discretionary Fund to pay for speakers of this quality.

Brite Divinity – Jesus on the Road Seminar, Dr. Scott Baker – Role of Empire in the shaping of the New Testament, October 10-11, Cutting-edge New Testament scholarship

October 9 is Larry's third year anniversary with UCC

Prayers for Cy and Vera Rowell as they enter the most difficult part of their lives

Report from Deacons – Chair Lori Gallagher held a meeting on September 7 . She is working on more visibility for deacons and their service to the church. She sends Facebook updates and reminders of service. A dinner to help the deacons get to know one another is planned on September 27 at Joe T. Garcia's. At the last meeting she mentioned dress code issues due to inappropriate dress over the summer. An e-mail requesting volunteers for Trunk or Treat will be filtered through Lori to help keep a consistent message. A T-shirt will be given to deacons helping out.

Report from Elders – Chair Eldon Irving gave update that 54 flocks have now expanded to 61 flocks. Elders recognize the importance of communion from reading *Eating & Drinking from the Welcome Table*.

Finance Report – Dan Powell provided the following report.

Consolidated Balance Sheet

A. Comparative cash balances as of August 31, 2014 are summarized as follows:

	8/31/2014	7/31/2014	8/31/2013	12/31/2013 (Audited)
Operating	\$470,000	\$533,000	\$288,000	\$425,000
Restricted	504,000	490,000	511,000	704,000
Capital	348,000	350,000	390,000	350,000
Endowment	81,000	65,000	58,000	15,000
Consolidated	\$1,404,000	\$1,438,000	\$1,247,000	\$1,494,000

As of August 2014 Operating cash balance is positive and still up comparatively to August 2013 by \$183K. UCC Equity is also positive at \$73K which is unusual for August. In looking back comparatively to the past 3 years, our equity was negative between \$70K-\$210K.

Unified Operating Income/Expense Statement (Fund 1)

- B. Pledges, Contributions & Offering (PCO Income) are currently ahead of budget YTD by \$40K. Total YTD income variance is ahead of budget by \$9,600. On the expense side, Music department is over budget in August due to the purchase of an addition to the Organ. This is within their annual budget to do and the expense is covered by income earned from the Beulah Johnson Organ Endowment Fund. The transfer is posted at year end once all of the annual expenses are incurred. Youth is under budget for the month due to timing of mission trip expenses. Both departments are ahead of budget YTD. Net overall income is \$116K positive variance to budget.

Capital Fund Reports (Fund 3)

- C. A TV/DVD combo, cables, mounts & minor audio supplies were purchased this month. Income available for capital projects is \$325,362. At last month's meeting the Board of Stewards approved a Fund 3 Capital Budget Amendment as requested from the Endowment Committee for the Donor Wall project of \$30,000. This budget adjustment is noted in this month's report.

Other Committee Business

Budget Amendments –A few budget amendments this month: Minister's Staff retreat in May to be covered by the Senior Minister donor advised fund for \$1,634 and the Page Scholarship Committee requested an additional transfer from the Page Scholarship Reserve of \$1,500 to cover awards made to students this year. No net impact to the Budget by either of these transfers. WDS runs on a July – June fiscal year. Because their budget changes mid-year on the UCC's Calendar year, there is usually an amendment needed to adjust the latter part of the year July – December. This year's amendment is \$507.37 net income impact to the Unified Budget.

Weekday School Budget – The Finance Committee recommends approval of the WDS 2014-15 Budget. Tuition and salary went down accordingly therefore there wasn't a large impact to surplus this year. Tuition was impacted due to the breakdown of student enrollment and salary was impacted due to there being fewer school days this year which impacts teacher contracts.

A motion to approve the Weekday School budget was made by Brian Gibson. Carolyn Critz seconded the motion. All in favor.

Fall Initiative - Gay McKeever is interested in getting feedback from the congregation for future planning; however, she says this project still has her blessings but she is unable to lead it at this time.

If the stewardship campaign is successful, Larry Thomas proposes a luncheon and/or dinner in Walker Hall post Boar's Head with random table selection to provide intergenerational conversation. A Board member at each table would take notes and then submit for processing. Larry said "I am interested in what people want and are willing to help make happen." As Stewards, we need to be ready for the generations to hear each other during their conversations. A prepared bank of questions with additional training for BOS members will be prepared. Ministers will assist with the facilitation of the conversations.

Regional Assembly - Rev. Ellen Lewis reported that the Christian Church of the Southwest meets every other year. This Regional Assembly is on October 24-25 at Cypress Creek Christian Church in Spring, TX. Katie Hays will preach on Friday, Sharon Watkins will preach on Sunday afternoon. Unlike last year when the business meeting was podcast, this year it will be only on site. Integration of youth in all areas is hoped. Registration forms are available on the website. UCC is entitled to 31 delegates plus any clergy who may want to attend. Chad Cline is the moderator and we should have representation from his home church. Larry asked that Ellen Lewis and Cyndy Twedell go to represent UCC. Brian Gibson made a motion to ask Larry and Ellen to empower anyone who would like to go. Sean Strange seconded. All agreed.

Sandi asked Jennifer Lanter of the CLG to look at the number of members for the administrative committees. It is difficult to find volunteers for the many committees that we have. The minimum is currently seven. With two layers of authority (board and assembly), we may not need as many members.

Don Houk reported that Bag It Night distributed 4000 uniforms, including 1700 during the week. Seventeen schools have never received uniforms. Children's Closet currently serves seventy schools. This year they had volunteers from Junior League. Maybe through college ministries some of the students might be able to help. Many sororities and fraternities need community service hours. A job well done to Don and Gerry Houk.

At approximately 8:20 p.m. the board went into a brief executive session.

Respectfully submitted,

Sean Strange
Board Secretary

Thelia Chaffin
Assistant to Senior Minister