

University Christian Church

Board of Stewards Meeting

February 17, 2015

UNAPPROVED MINUTES

Stewards Present:

Mark Alland	Eldon Irving
Phyllis Allen	Sandi Kennedy
Michelle Allred	Carol Jane Lawrence
William Butler	Monty Phillips
Carolyn Critz	Sean Strange
Lori Gallagher	Carol Wilkerson
Brian Gibson	Jake Yarbrough
Heather Harris	

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 6:31 p.m. by the Chair, Sandi Kennedy. Jake Yarbrough offered the opening prayer.

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

Approval of Minutes - The minutes of the January 20 board meeting were reviewed. Jake Yarbrough made a motion to approve the minutes. Carol Jane Lawrence seconded the motion. All approved.

Feasibility Study – Possibility of New Worship Service – Scott Wheatley reported that he had been asked by Sandi Kennedy and Rev. Larry Thomas to put together a task force of approximately eight to ten members to consider a third worship service. To date, Drew Ruiz, Tony Allred and Anne Darr have consented to be a part of this committee. He is hoping to also have someone who has a firm hold on the 11 a.m. service. He wants to include all groups and to come to a unanimous decision about where the service will be held and at what time.

Consensus seems to be that the contemporary service should be in the morning. However, it would compete with Sunday School or one of the worship services. Once the group has a plan, they will begin to share with the board, Sunday School classes and finally with the Assembly. Scott anticipates that they will conclude the initial process by the end of May. They could conclude that it will not work but the hope is that we will have third service somewhere. We might want to start a service off sight.

Observation of friends is that the earliest time available is the best time. They are not necessarily targeting college students. Perhaps, recent graduates who are just starting out in the work force. Mark Alland asked about contact information to either submit thoughts or ask questions. Brian Gibson suggested that we may need to do a survey to ask the questions from every person who is willing to participate. Initially that will be only from those already in the church. One question might be how do we provide a different service that appeals to others. WDS could offer insight as non-members. Rev. Thomas said we may need to pay for demographer service because Fort Worth is unique. They will talk to elders, deacons, and Sunday School classes to get ideas. In order for this to succeed, we need to hear that it is "our" service, not "their" service.

Assignments for Calls to New Members – Board members volunteered to call the new members.

Report from Deacons – Lori Gallagher reported that the Deacons would like to consider purchasing a program called Signup Genius as a new way for Ushers and Deacons to sign up to serve. Rev. Thomas agreed that we should purchase the program. The cost will be purchased through the web-based services budget. Brian suggested that it be purchased through a church staff member for on-going credit allocation.

A call went out for deacons to usher, greet and serve communion on Wednesday night of Minister's Week and the response was incredible with more than enough deacons agreeing to serve.

Report from Elders – Eldon Irving reported that the Elders continue to serve at the communion table each week. Elders also served communion during Ministers Week. They will also participate in the Thursday service in Holy Week.

Elders continue their Elder Shepherding Ministry. There are sixty-one flocks in the church. Each flock has an Elder. When information about pastoral concerns is received, he passes it on to the Elder. His flock is made up of the new members and now he has forty-two families.

He talked with Christi McDowell, our new Minister of Pastoral Care, who told him about the revival of the Church Friends program which is a group who will call on homebound members.

At the next Elders meeting, he will share a recent study showing that when people miss four Sundays in a row, they are on the verge of becoming inactive unless some intervention takes place. This emphasizes the importance of making calls to members of their flocks.

At the next Elders meeting, the Elders will begin a study of the book *In God's Presence: Theological Reflections on Prayer* by Marjorie Suchocki.

Finance Report – Michelle Ingram reported as follows:

Consolidated **Balance Sheet (Pg. 8)** – As of January 2015 operating cash balance is positive and still up comparatively to January 2014 by \$270K. UCC Equity is also positive at \$558K which is higher than last year by \$424K. 4th QTR investment activity has been posted. Endowment is currently valued at just under \$14 million.

Comparative cash balances as of January 31, 2015 are summarized as follows:

	1/31/2015	1/31/2014	12/31/2014 (Unaudited)
Operating	\$637,000	\$367,000	\$433,000
Restricted	593,000	553,000	779,000
Capital	390,000	313,000	427,000
Endowment	27,000	28,000	74,000
Consolidated	\$1,647,000	\$1,261,000	\$1,713,000

Unified Budget Report (Pg. 9-10) - Pledges, Contributions & Offering (PCO Income) are currently ahead of budget by \$18K. We also received additional red envelope gifts in January of \$3,200. On the expense side, Personnel is under budget by \$12K. Some of this is because we don't adjust salaries until after the Budget is approved by the Assembly. February's personnel expense should catch up. Outreach completed their budget allocation this month. The total unallocated funds now is \$85K. Outreach will distribute those funds later in 2015 as funding opportunities are requested. Net overall income is \$95K positive variance to budget.

Capital Budget Report (Pg. 11) – Repair of the tile on the sanctuary steps, donor wall supplies and WiFi upgrades were among the purchases made this month from our Capital Fund. Income available for capital projects is \$424K.

4th QTR Endowment Reports (Pg 12-14) – Market performance during 4th QTR was down - 0.59% bringing the current Endowment value to \$13,623,000. We distributed \$127,914 earned income for Ministry spending, invested \$1,935 in new gifts and received \$47,459 in mineral income this quarter. As for expenses, we paid \$1,000 for quarterly fees for Fundriver. Due to/from Managed Investments line item is new. This transfer account reflects the net activity of the distribution deposit received FROM CCF and our deposit of receipts TO CCF. Typically this activity occurs prior to the end of the QTR. This time the transfers occurred in January so we reflect the activity in a due to/from account. The Estimated Spending Report shows that UCC has no funds that are less than 93% of their original value. First QTR distribution for spending is estimated to be \$129,866.

Donor Wall Update: Annual Endowment report will be included in the March issue of the Journal. We will follow up with a direct mailer providing members with further details of the University Christian Church Legacy Society and how they can be included on the commemorative wall display. We are expecting the wall display to be delivered by the end of March.

Outreach Budget (Pg. 15) – Outreach Finance Committee made their 2015 allocations this month. Two items of note: the first being a \$50K reduction to Division of Overseas Ministries. 2014 was the end of two 3-year term commitments of \$50K each year. The Outreach Committee felt it was time to examine new opportunities for mission support and with our missionaries completing their term the timing was good to discontinue that level of support at this time. The second being a large balance in the “Unallocated” line item of \$85K. The Committee will allocate additional funds this year as new funding requests come in and as they explore new opportunities for mission support.

***Budget Amendments (Pg. 16-17)** – The Finance Committee approved two budget amendments this month:

1. \$1,363 WDS Dinner & Speaker event transfer from WDS Fundraising Reserve.
2. \$7,056 WDS Security Cameras & Monitors transfer from WDS Fundraising Reserve.
(Technically approved this last month during budget approval, but wanted to add it to my list of 2015 amendments)

No net impact to budget.

Q4 Endowment Report – Endowment Chair, Rick Hill reported that the donor wall is under construction. It will be called the UCC Legacy Society Endowment Wall. Brian Gibson has provided material for the annual endowment report. Rev. Thomas and Rick will have an article in the March Journal describing the donor wall. Information will be provided in the next few months on how to be a donor. Report on Ken Lawrence and Susan Harrell funds. The Board also voted on acceptance of the Lawrence and Rosemary Alland Endowment Fund. It is a pastoral care endowment. Brian Gibson reported that the youth brought a plan for a youth endowment fund to support future ministry to generate scholarships for alumnae youth members who pursue education for ministry. Parking funds are being used to pay for camps, etc. Youth Committee discussed with the endowment committee to see if it met rules. If Board supports concepts, then income distributions will be made. They delivered procedures for setting up fund and how the application process would be implemented. If the Board approves, it will be administered under the existing Gifts and Endowment Policies. Once the Board approves, youth should bring back these policies to the Board.

Youth Alumni/ae Scholarship Endowment Fund

Proposed motion for the Board:

Having received a request from the Youth Ministry Division, the Board of Stewards designates \$25,000 in 2015 and \$25,000 in 2016 from the Youth Ministry General Reserve to be placed in an endowment to be named the UCC Youth Alumni Endowment Fund (the “Fund”). The purpose of the Fund shall be to provide scholarships for theological education to support UCC youth alumni/ae called into Christian ministry. Each year, the Fund shall distribute to the Youth Ministry Division an amount consistent with the Endowment Fund distribution policy, and the Youth Ministry Division shall include in its budget a scholarship award expense equal to or exceeding this amount. The award of scholarships is to be administered by policies and procedures adopted by the Youth Ministry Division, subject to modification or alteration at the discretion of the Board of Stewards. If at any point the Youth Ministry Division fails to administer the award of scholarships of the stated purpose, the purpose of the Fund shall be modified to benefit the Youth Ministry Division’s annual costs of ministry in general. Brian Gibson made a motion to approve the Youth Alumni Scholarship Endowment Fund. Carol Wilkerson seconded the motion and the motion passed.

Senior Minister Report – Rev. Thomas reported that we have successfully navigated another Minister’s Week. Praises to staff, Ellen, Kyla, and the Choir. A number of members attended the dedication at Brite Divinity School on the Second Floor Commons of the Harrison Building dedicated for the shared ministry of UCC and Brite. Christi McDowell is becoming comfortable with the operations of the church and its ministries. The staff is moving into the season of Lent. The theme this year is taking a more positive approach and is getting away from the sacrificial atonement. They are working on the theme of growth (plowing and turning over the earth). Galatians text on the fruits of the spirit and their presence in our lives. Topics will include: gentleness, self-control, kindness, generosity, patience, joy and faithfulness. Christi will preach about kindness on March 1. Recent pastoral care announcements were made.

Brian commented that the sermons in the past three months have been just tremendous. Rick Hill noted that a certain window is opening up to Larry’s heart. Praise of sermons over the past few months (change may be due to the feeling of having “breathing room”)

There being no further business, the meeting was adjourned in prayer by Rev. Thomas at 8:45 p.m.

Respectfully submitted,

Sean Strange
Board Secretary

Thelia Chaffin
Assistant to Senior Minister