

## February 20, 2018 | 6:30pm • Room 150

***Ken Hubbell, Chair Presiding***

**Board of Stewards Meeting**

## Stewards Present:

Mary Nell Andrus, Art Busbey, Jeanne Duke, Susan Hill, Ken Hubbell, Mary Ruth Jones, Lindsay Klatzkin, Bill Landreth, Keith Miller, Bill Pardue, David Stoner, Cathy Taylor

## Ex-Officio Members Present:

Rev. Dr. Russ Peterman - Senior Minister

A meeting of the Board of Stewards of University Christian Church was called to order at 6:34pm

by the Chair, Ken Hubbell. The opening prayer was given by Bill Pardue.

**Listening to UCC Members –** Todd Prickett signed in to speak to the board. He discussed a grass roots project to raise funds to commission a new anthem for the chancel choir. While the staff has not asked for any funds for this project, $12,000 has already been raised. There is a lot of interest in this, and he hopes to raise $25,000 for an anthem to be presented for World Communion Sunday in 2019. Avis Herndon made a motion that the commissioned anthem project be approved for fundraising. Susan Hill seconded the motion, and all approved.

**Approval of January 23 Board Meeting Minutes** – A motion to approve the minutes was made by Mary Ruth Jones. Art Busbey seconded the motion, and all approved.

**Assignments for calls to new members** – Avis Herndon will call Dawn Brown and the Lattas. Lindsay Klatzkin will call the Deasos and Mary Ruth Jones will call Cathy Latta.

**Report on Children’s Ministry** – Ali Briseno discussed the current Children’s Ministry programs including baby dedications, child care, worship and wonder, welcome to worship, 1st grade inclusion ceremony, 3rd grade Bible class, CCF/JYF, camps and retreats, and VBS. She stated that WDS has gone through a large transition with the addition of Rebecca Santi as director.

Enrollment for next year looks good and everything seems to be going well. Parent’s Night Out has been very successful with around 60 children attending. Lots of WDS families as well as church member families are utilizing this. They have been using the growing young/sticky faith model to work on making children more visible around the church. They are also working with Patty on a new pamphlet and logos for Journey Land.

**Q4 Endowment Report** – Kristi Hoban gave the Endowment Report (see packet). She also stated that receptions were held in the fall for those who indicated they were interested in learning more about the Legacy Society. Nine new names will be added to the Legacy Wall following All Saints Sunday, and more will be added on Pentecost Sunday. They are working on updating the Legacy Society brochure and working on a more condensed card to hand out to interested members.

A motion comes from the Endowment Committee to approve two new endowment funds. (See packet) Jeanne Duke seconded the motion, and all approved.

 **Minister’s Report** – Russ Peterman reported he continues to be amazed by the talent, wisdom, and experience of our congregation, and it continues to be a joy to be here. Worship attendance has been up significantly. There were over 1000 people either in our church or joining online for worship this past Sunday including 729 in worship, 244 online, and 35 babies in the nursery. This continues to be very encouraging and exciting to see the surge in attendance.

Russ and Art Busbey then discussed the desire of the staff and worship life committee to conclude the 9:00am worship service by 9:50am in order to allow members to be in Sunday school by 10:00am.

Russ was honored to give the invocation at the Mayor’s State of the City address today, and he also spoke at Chi Delta Mu (TCU fraternity for religion majors) yesterday. He plans to meet with TCU Chancellor Boschini next Monday. He encouraged all to be in worship on March 4 to hear General Minister and President, Terri Hord Owens.

**Report from Elders** – Chad Cline was not in attendance.

**Report from Deacons** – David Stoner reported he is still trying to email the deacons about upcoming activities to get them to help, as needed.

**Finance Report** – Mike Morton gave the following report:

# University Christian Church BOS Written Report Summary February 20, 2018

**Monthly Reports as of January 31, 2018**

**Consolidated Balance Sheet – (Page 3)** As of January 2018 operating cash balance is positive at $964K and up comparatively to January 2017 by $38K. UCC Equity is positive at $911K which is up $145K from last year.

|  |  |  |  |
| --- | --- | --- | --- |
|  | 1/31/2018 | 1/31/2017 | 12/31/2017(Unaudited) |
| Operating | $964,000 | $926,000 | $786,000 |
| Restricted | $720,000 | $620,000 | $999,000 |
| Capital | $275,000 | $478,000 | $323,000 |
| Endowment | $36,000 | $4,000 | $34,000 |
| Consolidated | $1,995,000 | $2,028,000 | $2,142,000 |

**Unified Budget Report - (Page 4-5)** Pledges, Contributions & Offering (PCO Income) is behind budget YTD by ($39K). The pre-paid 2018 pledge payments for $281,746 posted in January. This contributes towards the positive difference of $68K between YTD actuals for January 2017 and January 2018.

Personnel is ahead of budget $4K in January. UCC is fully staffed at this time.

There are some pending expenses to post in January from Visa. The transactions took longer than usual as they needed to be separated between 2017 and 2018. Some vouchers were late getting submitted to the Business Office in time for month end. Those will be adjusted and posted in January accordingly.

Net overall operating income is $9K positive variance to budget.

**Capital Budget Report – (Page 6)**

Fillingim Trust income was received in January.

A deposit for some brick work was made, chairs, carts, china, glassware & flatware for kitchen project and a couple of RTU units were purchased this month. Capital Fund balance remaining for projects is $249K.

**WDS school year report – (Page 7)**

We are just over half way of a new school year for Weekday School. Income is ahead of budget YTD $33K. Equally as positive on the expense side, the report reflects YTD expenses are ahead of budget by $30K. YTD over/under is a positive $64K variance to budget. See packet for details.

**COMMITTEE REPORTS:**

**Endowment** –

**4th QTR Endowment Reports (PAGE 8-11) –**Market performance during 4th QTR was up 3.47% bringing the current Endowment value to $14,900,263 (up from $14,537,600 last QTR). We distributed $131,790 earned income for Ministry spending, invested $23,006 in new gifts this quarter. As for expenses, we paid $1,000 for quarterly fees for Fundriver. Currently there are no funds noted below our threshold of 85%. 1st QTR distribution for 2018 spending at the new rate of 4.5% is estimated to be $140,402.

2018 Updates: The Finance Committee and Board of Stewards approved an adjustment for the General Endowment allocation from (60% Operating/ 30% Capital/ 10% Outreach) to (65% Operating/ 25% Capital/ 10% Outreach) as a one-time exception to the Gift Acceptance & Endowment Policy for 2018 only. Additionally, the new annual distribution rate for 2018 is 4.5%.

**New Endowment Funds:**

1. Rev. Charles P. and Carolyn Y. Dowell Music Endowment Fund – Music
2. Charles J. & Sarah M. Fraley Endowment Fund – General

Plans are underway for a Legacy Society luncheon after Sunday Service in April in a continued effort to promote and provide information on how to be a part of the UCC Legacy Society. Watch for details.

**Personnel – Staff updates:**

We said goodbye to Gloria Ponce, Housekeeper, this month. Gloria moved to Granbury last month and secured another job close to her home.

**Building & Grounds** – No report

**Outreach** – Outreach Finance committee met in February to recommend budget allocations for 2018. The recommendations will be brought to Finance Committee once the Outreach Committee reviews and approves the allocations.

**New Business Items**

1. **\*Budget Amendments –**

**N/A**

1. **2018 Major Vendor – (Page 12)** Each year the Finance Committee is presented with a list of vendors that we have spent $25K and over with. The list also includes any known relationships with these vendors for full disclosure. The total spent is based on fiscal year 2017 and YTD in 2018.

The Finance Committee approved the 2018 Major Vendor list as presented.

**Appoint BOS Nominations Committee to Select 2018-2019 Administrative Committee Members and Chairs** – Cathy Taylor will chair the committee, and Mary Nell Andrus and Jeanne Duke will also be members.

**New Business** – Bill Landreth stated the leadership retreat was great, and we need to really focus on the year around stewardship model. Ken Hubbell agreed and stated we are working on restructuring our Stewardship committee. There was discussion about getting this going soon while there is strong interest and volunteers who want to be a part of this change.

Russ Peterman closed the meeting in prayer, and the meeting was adjourned at 7:52pm. Respectfully Submitted,

Mary Nell Andrus Board Secretary