



March 20, 2018 | 6:30pm • Room 150

Ken Hubbell, Chair Presiding

Board of Stewards Meeting

UNAPPROVED

Stewards Present:

Mary Nell Andrus, Art Busbey, Jeanne Duke, Walter Echols, Avis Herndon, Ken Hubbell, Mary Ruth Jones, Lindsay Klatzkin, Bill Landreth, Martha Lunday, Keith Miller, Cathy Taylor, Kate Williams

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 6:37 p.m. by the Chair, Ken Hubbell. The opening prayer was given by Bill Landreth.

Listening to UCC Members – No UCC members signed in to speak.

Approval of February 20 Board Meeting Minutes – Following the addition of Avis Herndon to the attendance list, 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 the Fauntleroy's. Kate Williams will call the Plunketts, and Mary Ruth Jones will call Don Kahl.

Outreach Division Report – Kim McAdams Baker, Outreach Chair, thanked her dedicated and faithful committee and stated the committee has basically been comprised of the same members for the past ten years. She recommended regular turnover in order to keep the committee fresh. She also recommended the Outreach Chair be a two-year position since there is a big learning curve. Due to a large amount of funds left unallocated from 2017, the committee was able to make donations to churches hit by the 2017 hurricanes and also send funds to Puerto Rico. She is excited about our future as a church and thinks we should “dream big” when making future outreach plans.

Minister's Report – Russ reported he recently toured the Children's Closet and continues to be amazed by what our congregation does and the reach we have in Fort Worth. He agrees we need to search for ways to reach even more people. He stated worship attendance continues to be up with more attending both in the sanctuary and joining online. It is very important that members can still feel like they are a part of our community even when they can't physically be in worship. New members have also increased with 21 new members joining the church so far this year compared to 22 new members during the whole year of 2017.

He reported the staff is participating in one of several Growing Young reading groups. They have been looking at our entrances/signage and trying to view our building from the perspective of a visitor to see how easy it is to get from one of the back doors to the sanctuary. They have found

it can be quite difficult to navigate. Most visitors will make a decision about if they want to return to a church within 7 minutes of exiting their car, so we need to make sure we are making finding the sanctuary an easy process.

We have a huge opportunity to reach new members with our upcoming Easter services. It will be important to have greeters all along the way as visitors walk in the building to help navigate the way to the sanctuary. There will be services at 6:45/9:00/11:00 with an overflow classroom (with communion), if necessary. Russ encouraged the board to use the Easter invitations which will be in each bulletin this Sunday to invite someone to join us for worship.

He also invited the board to attend a seminar on becoming a welcoming congregation on June 1-2 and announced he will be gone April 13-17 to attend a meeting of the Disciples of Christ General Board.

The Executive Minister search is going very well, and he is very excited about the candidates. The goal is to have the Executive Minister in place by June 1.

Report from Elders – Chad Cline was not in attendance.

Report from Deacons – David Stoner was not in attendance.

Update from Kitchen Renovation Committee – Tim Taylor stated the remodel is going well and described the new induction cooking method that will be used in the kitchen renovation and showed a short video explaining it. All equipment has been ordered, and the committee is working with Cyndy to write a formal statement for the kitchen ministry. Ken thanked the committee for their hard work.

Finance Report – Mike Morton gave the following report:

University Christian Church BOS Written Report Summary March 20, 2018

Monthly Reports as of February 28, 2018

Consolidated Balance Sheet – (Page 3) As of February 2018 operating cash balance is positive at \$899K and down comparatively to February 2017 by (\$40K). UCC Equity is positive at \$793K which is up \$8K from last year.

	2/28/2018	1/31/2018	2/28/2017	12/31/2017 (Unaudited)
Operating	\$899,000	\$964,000	\$939,000	\$789,000
Restricted	\$731,000	\$720,000	\$630,000	995,000
Capital	\$272,000	\$275,000	\$1,028,000	322,000
Endowment	\$144,000	\$36,000	\$14,000	34,000
Consolidated	\$2,046,000	\$1,995,000	\$2,610,000	\$2,140,000

Unified Budget Report - (Page 4-5) Pledges, Contributions & Offering (PCO Income) is behind budget YTD by (\$76K). PCO Income is \$25K ahead of 2017 YTD.

Weekday School continues to operate at a positive variance to budget and is \$43K ahead YTD.

Personnel has a small positive variance of \$7K due to some short-term vacancies but we are again fully-staffed.

Net overall operating income is (\$42K) negative variance to budget.

Capital Budget Report – (Page 6)

Lighting in the transepts, exhaust fan & delivery expense for the kitchen renovation and small computer/photography supplies were purchased this month.

Capital Fund balance remaining for projects is \$246K.

COMMITTEE REPORTS:

Endowment – To learn more about UCC's Legacy Society, a luncheon has been planned for April 15 at 12:30 p.m. in room 150. New name plates will be installed on the donor wall on Pentecost Sunday, May 20.

Personnel – Staff updates:

UCC welcomed a few new employees in the past month:

Becky Fabela recently joined our staff as our new Housekeeper! Becky joins our staff with a wealth of Housekeeping experience and management ranging from hospital/assisted living to private housekeeping for the Bass family to Colonial Country Club.

Christopher Bennett also recently joined the staff as a new Custodian. Christopher's background varies in experience from floor technician to security to forklift operator. He recently moved back to Ft. Worth from Colorado with his wife and daughter to be closer to family.

We are super lucky to have Becky and Christopher joining our staff team!

Building & Grounds – no report

Outreach – no report

New Business Items

a) ***Budget Amendments –**
N/A

b) ***Audit Committee –**

The Finance Committee approved the following members to serve on the Audit committee:

Mike Morton
Mark Alland
Brian Gibson
Bill Pardue

Personnel Committee Report – Scott Wheatley stated the ministers will transition to their new ministry portfolios on April 15. The ministers have been encouraged to dream about what their ministry areas could look like in the future, and the new ministry portfolios are a jumping off point for what can be.

The Adaptive Staff model is going very well, and Jeanne Duke state the teams have been very positive and affirming for the ministers and a great way for them to set priorities.

Approval of Administrative Committee Members and Chairs – Will report on this in April

Approval of Recommendation to Establish a new Administrative Committee (Stewardship) – Jeanne Duke made a motion to create the committee. Art Busbey seconded the motion and all approved.

Approval of Nominees for Elder, Deacon, Board of Stewards and Officers – Will report on this in April

Reaffirm Ethical Guidelines for Congregational Conduct – Tabling until April in order to give board members time to review the guidelines

New Business – Received a memo from Steve Mosher, chair of the risk management committee. They have scheduled an inspector from our insurance company to do a walk-through of our facilities. They will offer recommendations following inspections.

Russ Peterman closed the meeting in prayer, and the meeting was adjourned at 8:38 p.m.

Respectfully Submitted,

Mary Nell Andrus

Board Secretary