



April 17, 2018 | 6:30pm • Room 150

Ken Hubbell, Chair Presiding

Board of Stewards Meeting

Stewards Present:

Mary Nell Andrus, Art Busbey, Chad Cline, Jeanne Duke, Walter Echols, Avis Herndon, Susan Hill, Ken Hubbell, Mary Ruth Jones, Lindsay Klatzkin, Martha Lunday, Keith Miller, Bill Pardue, Judy Stempel, David Stoner, 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 6:36 p.m. by the Chair, Ken Hubbell. The opening prayer was given by Chad Cline.

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

Approval of March 20 Board Meeting Minutes – Following the addition of Judy Stempel to the attendance list, a motion to approve the minutes was made by Chad Cline. Mary Ruth Jones seconded the motion, and all approved.

Assignments for calls to new members – Lindsay Klatzkin will call the Chiuminattos. Martha Lunday will call Luke Elliott, and Avis Herndon will call Ginger Kilgore. Mary Ruth Jones volunteered to call Anita Minor.

Report from Youth Ministry – Julie O'Neil, Youth Ministry Committee Chair, presented the attached report (see packet).

Proposed Bylaw Revisions – Tony Allred, CLG Chair, presented the proposed bylaws changes. (See packet) The board discussed the revisions and made some slight grammatical changes. Chad Cline made a motion to approve the revisions as amended. Art Busbey seconded the motion, and all approved.

Approval of Nominations for Board of Stewards and Officers, Board of Elders, Board of Deacons – Tony Allred presented the list of nominees. After some discussion, Chad Cline made a motion for the BoS Chair to create a subcommittee to advise the CLG on how to make sure that we have a diverse group in each committee that is chosen by the CLG. Judy Stempel seconded the motion, and all approved.

Avis Herndon made a motion to approve the slate of nominees with the addition of Cathy Taylor – BoS Chair and Art Busbey – BoS Secretary. Mary Ruth Jones seconded the motion, and all approved.

Report from Risk Management – Steve Mosher, Chair of the Risk Management Committee, presented the attached report. (See packet)

Report from Elders – Chad Cline reported the Elders met on March 22. Art Busbey, Chair of worship life committee, provided an explanation of the changes coming to our order of worship. The elders are still working on the ride sharing program and looking for ways to help those in need of a ride to church.

Report from Deacons – David Stoner announced he is going to spread the word to the deacons about the ride share program and ask for their participation.

Finance Report – Mike Morton gave the following report:

**University Christian Church
BOS Written Report Summary
April 17, 2018**

Monthly Reports as of March 31, 2018

Consolidated Balance Sheet – (Page 4) As of March 2018 operating cash balance is positive at \$1,053,000 and up comparatively to March 2017 by (\$156K). Total cash balance is down \$685K relative to a year ago. The large variance is due to receipts from insurance for the roof replacement. UCC Equity is positive at \$898K which is up \$179K from last year.

	3/31/2018	2/28/2018	3/31/2017	12/31/2017 (Unaudited)
Operating	\$1,053,000	\$899,000	\$897,000	\$789,000
Restricted	\$615,000	\$731,000	\$659,000	995,000
Capital	\$288,000	\$272,000	\$1,061,000	322,000
Endowment	\$2,000	\$144,000	\$26,000	34,000
Consolidated	\$1,958,000	\$2,046,000	\$2,643,000	\$2,140,000

Unified Budget Report - (Page 5-6) Pledges, Contributions & Offering (PCO Income) is behind budget YTD by (\$78K). PCO Income is \$33K ahead of 2017 YTD.

1st QTR Endowment distributions of \$85K were posted.

Restrictions Satisfied reflects restricted income we transfer from Fund 2 for spending per the restrictions designated. Transfers this month were made from Boar's Head and Children's Closet to cover performance and ministry expenditures YTD. Additionally, a transfer was made from Outreach General reserve per Outreach Committee's 2018 allocations.

On the expense side, Adult education is over budget due to higher anticipated costs for the hotel. Rev. Vacketta is reviewing the list of participants to ensure final payments were received. Total cost YTD is \$6,437. Total receipts from participants YTD is \$1,890. Retreat annual budget

total is \$3K. Typically the net cost would be around \$2,500.

Audit update: Our Auditors were on site for one week during March. Testing and field work went very well. We will have final results by early May and will provide a full report at our May meeting.

Net overall operating income is \$25K positive variance to budget.

Capital Budget Report – (Page 7)

Lighting, plumbing and equipment expense for the kitchen renovation, paint for the College lounge remodel and a laptop and mic were purchased this month.

Capital Fund balance remaining for projects is \$262K.

Restricted Reserve Report – (Page 8-9)

See detailed report for highlights.

COMMITTEE REPORTS:

Endowment – April 15 | 12:15pm | Room 150 | (RSVP by April 8) Join us for lunch and learn more about how to be a part of UCC's Legacy Society, which recognizes members and friends who have put gift plans in place or established permanent funds that will further enhance and enrich our worship experiences, extend our outreach and provide meaningful opportunities for Christian education and spiritual growth. New name plates will be installed on the donor wall on Pentecost Sunday, May 20.

Personnel – no report

Building & Grounds – no report

Outreach – See attached Outreach detail report on **(Page 10-11)**.

Outreach Committee met to make final allocations from 2018 available funds. The following additional allocations were made:

Division of Overseas Ministries	\$ 20,000
Habitat for Humanity local build	\$ 10,000
Center for Transforming Lives	\$ 10,000
Northside Inter Community	\$ 10,000
Bethany Fellows	\$ 10,000
Day Resource Center	\$ 10,000
Bethany Fellows for Jamie Plunkett	\$ 2,500
Puerto Rico relief (WOC)	\$ 25,000
Cypress Creek Christian Church donation	\$ 20,000

Donation to Iglesia Cristiana Betania

\$ 3,000

Total:

\$120,500

Funds were allocated from:

Outreach Designated for Future Use: \$60,685 (balance remaining \$14K)

Outreach General Reserve: \$59,815 (balance remaining \$16K)

Outreach also allocated \$2,500 for a fundraising effort for Week of Compassion. These funds will remain in fund 2 until used.

MOTION: The Finance Committee recommends to the Board of Stewards approval of Outreach Committee's funding allocations as presented above.

New Business Items

a) ***Budget Amendments – (Page 12-13).**

Fund 1 Operating –

#1

3/31/2018	<i>Adjustment to Budget</i>	Restrictions Satisfied - Boar's head	<i>\$16,088</i>
	Existing Budget	Restrictions Satisfied - Boar's head	\$16,444
	total program cost in 2018	Fund Reserve total transfer - Boar's	
	\$32,532	Head	\$(32,532)

Boar's Head Amendment – Many of Boar's Head expenses are received in the Fall each year, so we prepay those expenditures received prior to Dec. 31 and post them into the current Boar's Head performance year. Posting all of the expenses in the same year as the performance not only follows proper accounting principles (GAAP) but also simplifies the reports with not having to go between years to get detail. Because those expenses are prepaid during the budgeting cycle and new expenses are still being received during January and February, the budget each year for Boar's Head is hard to predict. So, we amend the budget in March/April each year. The difference between what is currently in the budget and what we need to transfer from reserve is \$16,088.

Net impact to budget is 0.00.

Budget Amendment total is \$16,088. Total transfer from Boar's Head reserve is \$32,532.

The Finance Committee approved the Budget Amendment for Boar's Head of \$16,088 as presented.

#2

3/31/2018	Music stand lights	Youth parking tithe allocation (2017)	\$1,000
		Restrictions Satisfied – Music General	<i>\$(1,000)</i>

Budget Amendment total is \$1,000.

Net impact: 0.00

The Finance Committee approved the Budget Amendment from Music General of \$1,000 as presented.

A motion came from the Finance Committee to approve the Outreach Committee's funding allocations as presented in the finance report. Judy Stempel seconded the motion, and all approved.

Approval of Administrative Committee Members and Chairs – Cathy Taylor presented the list of committee members and chairs. (See attached) Chad Cline made a motion to approve the committees as presented. Mary Ruth Jones seconded the motion, and all approved.

Report from Senior Minister – Russ Peterman stated he continues to be having the time of his life serving alongside our congregation. He has loved being able to spend the last four months listening, learning and preparing for and dreaming about the marvelous future of our church. He also continues to be incredibly impressed and inspired by the ways in which our congregation does ministry. It is done with a passion and a professionalism that he has never experienced before.

He stated he is thrilled with the choice of the Executive Minister Search Committee and believes the candidate has an incredible energy about her and combines a wonderful combination of the gifts and creativity to excel in the role of Executive Minister.

There will be some shifts in the portfolios in several of our ministers:

Rev. Cyndy Twedell: Pastoral Care, Women's and Men's Ministries (Nurture)

Rev. Shannon Moore: Adult Education, New Member Integration and Worship (Faith Formation)

Rev. Jessica Vacketta: College and Young Adult Ministries, Growing Young Initiative, Outreach (Connection)

There has also been discussion amongst the staff about moving away from the title of Associate Minister and instead use Minister of....

-Minister of Nurture, Minister of Faith Formation, Minister of Connections, Minister of Children and Families, Minister of Youth and Families, Minister of Music

Russ emphasized how hard the staff works and how much they care for the members of the congregation. He is honored to serve alongside them and feels they really enjoy working with each other.

Other staff notes:

Jamie – Approved for ordination/Ordination will be May 20 at Northway

Tyler – Wonderful sermon on Sunday/many people are already showing interest in him/looking at an ordination date in June at UCC

Josh – offered and accepted a full ride to Vanderbilt Divinity School/many wonderful awards and honors as he prepares to graduate TCU

Russ then discussed the upcoming changes to the order of worship and the theological and logistical reasons behind the changes. These changes will take place on May 20 (Pentecost).

He announced they have closed on both their houses in California and Fort Worth and that Kelli and the girls will be moving to Fort Worth on June 19.

The meeting was adjourned and moved to executive session at 9:04pm.

During executive session, Carol Wilkerson, Chair of the Executive Minister Search Committee, presented Renee Hoke as the committee's recommendation for Executive Minister. Following a motion from Chad Cline and a second from Bill Pardue, the board unanimously voted to call Renee Hoke as the Executive Minister of University Christian Church.

Russ Peterman closed the meeting in prayer, and executive session ended at 9:32pm.

Respectfully Submitted,

Mary Nell Andrus

Board Secretary

Youth Ministry Committee Report

Presented to the UCC Board of Stewards by Julie O'Neil, Chair of the Youth Ministry Committee
April 17, 2018

Mission of the Committee: *UCC Youth strives to be an inclusive, creative, and loving community for the youth (grades 6 through 12) of University Christian Church in which they can practice vulnerability and celebrate each other's strengths, through which they can be connected to other ministries across UCC, and by which they can be nurtured in their lifelong journey of discipleship. This mission will be pursued through regular programming (such as Sunday school and youth group), through trips, camps, and retreats (including summer service-learning trips, ski trips, and camps and retreats at Disciples Crossing), special fellowship activities throughout the year, and more.*

Youth Ministry Committee Members: Brenna Bowen, Lauren Harris, Valerie Heath, Tyler Heston, Eldon Irving, Josh Jackson, Gregg Lehman, Jana Nolan, Kerby McCracken, Taylor Morton, Mandy Patty, Frank Perry, and Jamie Plunkett.

Dream Leadership Team for UCC Youth

- Youth minister Jamie Plunkett started January 14! He explained his youth ministry philosophy as follows: (1) importance of building relationships, (2) money should not preclude someone from attending a youth event, (3) centrality of individuality to faith, and (4) importance of playtime to youth ministry.
- Tyler Heston and Josh Jackson serve as Assistant Youth Ministers. They are well-liked and respected by youth, and they have provided tremendous leadership to our youth program.
- Tom Reeder served in an advisory role to the youth in the fall before Jamie Plunkett started; many thanks to Tom!

Regular Programming

Attendance of Youth on Sundays has steadily increased this past year, even with the leadership transition. Youth group attendance has ranged between twenty-one and sixty on Sunday nights, including mentors. The Youth Ministry has also had more social events than in past years; for example, they've organized youth outings to Burger's Lake, Whirly ball during the summer, hosted movie nights and Top Golf during the school year. Attendance at Sunday School (currently five classes with nine mentors) has been similar to youth group attendance.

Handbells

Due to strong demand, UCC formed three handbell groups (6th grade only, 7th through 9th and 10th-12th) this year. All three groups practice on Sunday evenings and have performed regularly throughout the year in church services and special events such as Hanging of the Greens and the Boar's Head & Yule Log Festival.

Roots Mentorship and Youth Mentors

More than twenty 6th graders are actively involved in Roots events that have connected them with high school mentors this past year.

Disciples Class Orientation and Baptisms

Twenty-eight youth (mostly 6th graders) participated in Disciples Class, our annual program that provides a space for youth to comprehensively explore their faith in small groups led by dedicated adult mentors and through classes taught by the ministry staff. Twenty-eight UCC youth were baptized and confirmed on April 8 and 15!

Retreats

- Twelve youth and sponsors attended the Chi Rho Midwinter retreat and five youth and sponsors attended the CYF Midwinter retreats in November 2017.
- Twenty combined youth and sponsors attended both the Chi Rho Midwinter Retreat (theme=Ruth) and CYF Midwinter Retreat (theme=emotions) in February 2018.

High School Ski Trip

Nineteen youth and twelve chaperones skied at Crested Butte, Colorado from Dec 27-Dec 31. According to Tyler Heston, participants strengthened their friendships and faith.

Service-Learning Trips

In summer 2017, CYF (27 total; 18 youth and 9 chaperones) traveled to Memphis where they volunteered at New Hope Christian Academy's Urban Farm and Forest and participated in learning experiences at Memphis Teacher's Residency and Memphis Peace & Justice Center.

Chi Rho (22 total; 15 youth and 7 chaperones) participated in service-learning with the Austin Capitol Area Food Bank and the Austin Community First Village, a community that provides housing for people who suffer from chronic homelessness.



UCC Proposed Bylaw Changes for 2018

ARTICLE 1 THE CONGREGATION *1.3 Leadership Groups*

EXISTING:

Administrative Committees. A Finance Committee, a Personnel Committee, an Endowment Committee, and a Building and Grounds Committee (each, an “Administrative Committee”) whose committee chair and committee members are selected by the Board of Stewards.

RECOMMENDATION:

Administrative Committees. **A Building and Grounds Committee, an Endowment Committee, a Finance Committee, a Personnel Committee, and a Stewardship Committee**, (each, an “Administrative Committee”) whose committee chair and committee members are selected by the Board of Stewards.

ARTICLE 8 ADMINISTRATIVE COMMITTEES *8.1 Composition*

EXISTING:

The Administrative Committees shall include the following: Building & Grounds, Endowment, Finance, and Personnel.

RECOMMENDATION:

The Administrative Committees shall include the following: Building & Grounds, Endowment, Finance, Personnel, **and Stewardship**.

ARTICLE 8 ADMINISTRATIVE COMMITTEES *Add 8.13 Stewardship Committee.*

RECOMMENDATION:

8.13 Stewardship Committee. Mission: The Stewardship Committee focuses on: (1) being wise and faithful stewards of all that God has entrusted to us; (2) giving as an essential part of our lives as Christian stewards; and (3) connecting generosity with UCC’s mission and ministry. Actions include educating the congregation on the many facets of stewardship through special events, personal witness, preaching, telling stories and intentional study, overseeing the annual stewardship campaign, and regularly communicating about how the congregation’s generosity supports our mission and ministry.

Stewardship is a comprehensive ministry working collaboratively with UCC’s Endowment and Finance Committees. The three committees will communicate with each other to develop a year-long plan and multi-year strategies that uplift the importance of wise stewardship of God’s abundance, legacy giving and faithful generosity.

ARTICLE 2 MEMBERS *2.5 Membership Meetings (d) Notice of Membership Meetings.*

EXISTING:

The Board Secretary shall cause a notice of the date, time and place of each meeting of the Membership, along with a general description of the matters to be discussed and voted upon at that meeting, to be posted as provided in Section 12.1 at least 14 days before the date of the meeting.

RECOMMENDATION:

The Board Secretary shall cause a notice of the date, time and place of each meeting of the Membership, along with a general description of the matters to be discussed and voted upon at that meeting, to be posted as provided in Section 12.1 at least **7** days before the date of the meeting.

Nominations for Board of Stewards and Officers, Board of Elders, Board of Deacons for 2018

Steward Nominations

Gay McKeever
Jim Smith
Jerre Tracy
Greg Farr
Alice Phillips

Steward Chair

Cathy Taylor

Steward Vice Chair

Lindsay Klatzkin

Steward Secretary

Art Busbey

Elder Nominations

Thelia Chaffin
Brandon Cline
Marsha Hodges
Sally King
Zena McAdams
Ellen Myers
Julie O'Neil
Carol Wilkerson

Elder Chair

Sandra Soria

Elder Vice Chair

Cheryl McDonald

Deacon Nominations

Daralynn Deardorff
Courtney Hendrix
Kyle Killion
Lauren King
Zach Muckleroy
Glynnis Paterson
Mary Katherine Spalding
Janice Wilson
Sarah Costas-Lo
Erin Farr

Deacon Chair

Matthew Smid

Administrative Committee Rosters 2018-2019

<u>Position</u>	<u>Last Name</u>	<u>First Name</u>
FINANCE COMMITTEE		
Chair	Alland	Mark
	Alexander	Bill
	Drennan	Paula
	Hanley	Bill
	McCoy	Bill
	Morton	Mike
	Scanlon	Steve
<u>Ex-Officio</u>		
BOS Chair	Taylor	Cathy
BOS Rep	Pardue	Bill
B&G Chair/Rep	Towle	Melanie
Endowment Chair/Rep	Hoban	Kristi
Personnel Chair/Rep	Cline	Brenda
Outreach Chair/Rep	McAdams Baker	Kim
Senior Minister	Peterman	Russ
Executive Minister	Hoke	Renee
Director of Operations	Ingram	Michelle
PERSONNEL COMMITTEE		
Chair	Cline	Brenda
	Ackall	Danyelle
	Carmichael	Kristin
	Hatter	Walt
	Higgins	Kay
	Shelton	Bill
	Smith	Dan
	Sprinkle	Susan
	Wilkerson	Dean
<u>Ex-Officio</u>		
BOS Chair	Taylor	Cathy
Senior Minister	Peterman	Russ
Executive Minister	Hoke	Renee
Director of Operations	Ingram	Michelle

BUILDING & GROUNDS

Chair	Towle	Melanie
	Butler	Anjie
	Edmondson	Kevin
	Fox	Warner
	Medlin	Kevin
	Muckleroy	Zach
	Reeder	Mike
	Rich	Ryan
	Spalding	Mary Katherine

Ex-Officio

BOS Chair	Taylor	Cathy
Executive Minister	Hoke	Renee
Director of Operations	Ingram	Michelle

ENDOWMENT COMMITTEE

Chair	Hoban	Kristi
	Brookshire	Linda
	Costas	Robert
	Gibson	Kristie
	Miller	Tod
	Minor	David
	Stallings	Amanda

INVESTMENT SUB-COMMITTEE

Chair	McKeever	Urbain
Finance Chair/Rep	Alland	Mark
Endowment Chair	Hoban	Kristi
	King	Jeff
	Tuomey	Troy
Endowment Rep	tba	

Ex-Officio

BOS Chair	Taylor	Cathy
BOS Rep	Landreth	Bill
Senior Minister	Peterman	Russ
Executive Minister	Hoke	Renee
Director of Operations	Ingram	Michelle

BOARD OF STEWARDS

Chair	Taylor	Cathy
Vice-Chair	Klatzkin	Lindsay
Secretary	Busbey	Art
Past Chair	Hubbell	Ken
	Farr	Greg
	Hill	Susan
	Jones	Mary Ruth
	Landreth	Bill
	McKeever	Gay
	Miller	Keith
	Pardue	Bill
	Phillips	Alice
Deacons Chair	Smid	Matt
	Smith	Jim
Elders Chair	Soria	Sandra
	Tracy	Jerre
	Williams	Kate