

First Universalist Church of Minneapolis
Board of Trustees Meeting
August 15, 2013
6:30 p.m. Cummins Room

Agenda

Treats provided by Karin Wille

6:30 Call to Order

- Chalice lighting and reading – Karin Wille

6:40 Consent agenda

- Approval of June 20 minutes
- Approval of July 18 minutes

6:45 Items from board monitoring schedule and additional items:

- Attendance and membership numbers – Justin Schroeder
- Staff and volunteer report (any changes) – Justin
- Financial report – Paul Robinson
- Ends outcomes (from July) – Justin
- Annual Work Plan – Justin (moved to September's meeting)

- Orientation of Board to Sr. Minister's Letter of Agreement (sent separately by email)
- Review of Sr. Minister/Board Covenant (In Governing Policy Handbook)

8:00 Appointment of Nominating Committee Liaison from Board

8:10 Additional planning for Board Retreat on September 7, 2013

- Readings in preparation
- Additional assignments

8:25 Brief Executive Session

First Universalist Church of Minneapolis Board of Trustees Meeting
 July 18, 2013 6:30 pm

Board Members Present(absent): David Bach, Dan Berg, Karin Wille, Pamela Vincent, Paul Robinson, Lark Weller, Jill Braithwaite, Dick Niemic, Cindy Marsh

Clergy Present: ~~Justin Schroeder~~

Others Present:

Agenda Item	Presenter	Discussion	Action
Opening words and chalice lighting	Pam Vincent	Reading from Jeffery Sartain, "Make us more like the world in summer"	
Board Orientation			
Review of Trustee Handbook	Dave Bach	Board of Trustees hand book– distributed with handouts. Prior board members please add tabs for Budget and Monitoring Plan. New policy handbook emailed this week. Trustees are reminded to bring handbook to each monthly meeting.	Pam requested additional tabs and larger binders from Sandy
Review of Policy Governance	Karin Wille	<ul style="list-style-type: none"> Presented overview of Policy Governance and Governing Policies. Referenced "Governance and Ministry" by Hotchkiss , and Policy Governance by Carver which the board read last year. Reviewed Governing Policy Handbook with appendices Questions on GPH– send to Karin and Governance Committee will address, Question on how to handle concerns from congregants that are not board decisions: refer to staff. Board should review with Sr. Minister for process they would prefer to be followed. 	

<p>Highlights of FY14 Budget</p>	<p>Paul Robinson</p>	<p>Budget outlined in annual report. Staff responsible for developing budget; Board provides oversight only in terms of policies. Financial committee will be addressing refinancing mortgage, develop definition of reserves policy, working thru financial policy interpretation, commitment to PSD and UUA, capital improvements, investment policy review, staff compensation study. Decision was made not to do projections for third quarter reports, as Diane is just coming on board, and needs to move quickly to 4th quarter and closing out the year. Change in financial reports to be direct printouts from QuickBooks; may require a learning curve from board for understanding, but more time effective for staff, and helps to provide timely reporting.</p>	
<p>Board calendar</p>	<p>Dave Bach</p>	<p>Suggested schedule: 1st Thurs: Exec committee 2nd Thurs: Board packet distributed 3rd Thurs: Board Meeting 4th Thur: Sr Minister report– distributed to board prior to exec committee, allows for Board to develop questions and items for board to act on</p> <p>Meeting format: food, chalice reading Meetings are public, except when the board moves into Executive Session. Try to keep processing of information and action items to board meetings to ensure openness of process and allow all board members to participate fully.</p>	

Finance Committee Structure	Paul Robinson	Adding Dick to Finance Committee: Bill Elwood, Riley Owens, Dan Berg, Paul Robinson. Finance committee meets second Wednesday at 4:30.	
Governance Committee	Karin Wille	Adding Cindy and Jill to Governance Committee. David Leppik will remain as a non-board member. 6 member committee will allow for addition of sub committees or additional work that the governance committee may take on. Re assessing the meeting time/ dates. August meeting is Aug 6, in the Bride's room, 7 pm	
Board Retreat and work sessions	Dave Berg	Retreat: Sept 7. Details to be forthcoming.	
Overview of Board work 2013-14	Karin Wille	Reviewed board goals from 2013-14, and discussion of progress made. Board self-evaluation: presented results of board self evaluation. Karin commented that not all BOT members completed survey, and that the survey tool is not tied to our goals.	Dave Bach to present feedback from Sr Minister evaluation in Executive Session at future meeting. Pam will summarize key findings/top priorities identified
Big Opportunities and Challenges	Dave Bach	Defer to retreat- Board goals need to be aligned with staff goals.	
Retreat Planning	All	Reading recommendations for Board: "The Almost Church Revitalized"- short, 1 hr reading. Hotchkiss- Beaumont- "Inside the Large Congregation"- "Seven - Highly Effective Ministry"- Timing: 8 am- working breakfast. Goal is to have good sense of priorities and set board goals for the next year. Develop topics for special sessions for the year.	Church will order first two for all board members

Next Meeting		Treats and opening words: Karin Wille	Pam develop sign up sheet for next meeting.
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**First Universalist Church
Statistical Report
August 15, 2013**

MEMORIAL SERVICES: 3

Larry Baker Sr. – July 20 – Ruth MacKenzie

Ron McKinley, father of Channing McKinley – Ruth MacKenzie

Jim Klatt, partner of Cathy Manning – July 26 – Ruth MacKenzie

MARRIAGES/SERVICES OF COMMITMENT: 1

Illana Schonfeld-Hicks and Richard Callender – July 13 – Justin Schroeder

MEMBERS FOR APPROVAL: 0

MEMBERS REINSTATED: 0

MEMBERS FOR REMOVAL: 1

Larry Baker, Sr. - deceased

CHILDREN DEDICATED:

	To Date	End of Year Totals			
MEMBERS (Fiscal Year)	2013-2014	2012-2013	2011-2012	2010-11	2009-10
TOTAL MEMBERS:	1029	1030	953	927	849

TOTAL MEMBERS AS OF THE LAST MEETING: 1030

To be added: 0

To be removed: 1

TOTAL MEMBERS: 1029

July Attendance	2013	2012	2011	2010	2009	2008	2007
Adults							
1st Week	323	350 *see note	161	157	111	171	128
2nd Week	265	251	296	159	213	131	162
3rd Week	268	298	219	569 *see note	146	169	152
4th Week	297	303		225	177	166	177
5th Week		261					142
Monthly Total	1153	1113	676	1110	647	637	761
Avg for July	288	222	225	278	162	159	152

* Lake Harriet Service

Report for the Board of Trustees, August 2013

Report on the Visionary Goals:

Mission Statement: In the Universal Spirit of love and hope, we give, receive, and grow. First Universalist Church.

Visionary Goals (*Shorthand: "We are all Love's people, held by a Love that will not let us go. As Love's people, we do holy work: we welcome, affirm, and protect the light in each human heart; we act outside our walls for justice and equality; we listen with our whole being to where Love is calling us next."*)

The people of First Universalist Church grow in their UU faith: we are equipped to live out our values and experience worship, spiritual practices, and rituals that challenge, comfort, celebrate, and heal.

- Our summer sermon series on Spiritual Practice and Pilgrimage has been well received. These services have helped equip people to deepen their spiritual practices, and to understand things they are already doing as a spiritual practice.
- On Father's Day, we continued to preach about race, racism, and our racial justice journey.
- Chalice Camp was a smashing success, as 30 plus children deepened their UU faith, and brought home UU rituals, songs, and practices.
- The worship service at Lake Harriet had over 500 people in attendance and the weather was perfect. Once again, we wore our Standing on the Side of Love T-shirts and witnessed to love and UU values.

First Universalist Church is a home for ageless wisdom. People of all ages find opportunities to engage in an intellectual and spiritual search for deeper meaning and understanding in the UU tradition, both as individuals and in community. We know our roots, find our wings, and apply our knowledge and wisdom to all our endeavors.

- Chalice Camp helped our UU kids grow in their faith.
- Our outstanding summer preaches helped us all grow in our faith and understanding of our UU tradition.
- Our summer small groups were all full, and congregants are planning to join Small Groups in the fall.

First Universalist Church is an intergenerational community of mutual caring and

support. We build this community by actively welcoming all and encouraging each other to discover, develop and share their gifts.

- During the regular church year, our front desk is now completely staffed by church members; it's been mostly staffed by volunteers this summer, as well; front desk volunteers have been providing Sunday coverage, as well.
- The Habitat work week is Aug 12-15. Hundreds of church members will share time, talent and more to help this happen, as they build walls, pound nails, deliver sandwiches, bake cookies, and more.
- Dozens of volunteers, including a DJ, have dedicated time to help support the Big Wedding Party on August 11th.

The people of First Universalist Church work to build a just, loving and sustainable world. We are a visible, influential voice, and we act to shape the larger community into a more just and equitable society.

Update on our Racial Justice work (previously included in a Board Packet, but included again for our newest Board Members):

- Dr. Heather Hackman (a well-regarded racial justice educator in the Twin Cities <http://www.hackmanconsultinggroup.org/about/>.) was selected as our primary consultant for the racial justice journey we will begin in the fall of 2013. The contract is currently under negotiation.
- Four Listening Sessions were held from October – January that engaged congregants in initial conversations about becoming a church committed to racial justice. Justin, Ruth, Laura and Debra facilitated with over 60 congregants in participation.
- Introductory programming for the congregation has included the viewing of “Race: Power of an Illusion”, “Mirrors of Privilege: Making Whiteness Visible,” and “Cracking the Codes: the System of Racial Inequality”. A total of approximately 80 people attended these gatherings. Laura and Debra developed and facilitated reflection activities.
- The Liberal has contained several articles on racial justice and the opportunities to become involved. A page on the website dedicated to racial justice that will include updates, resources, pictures, stories, etc. is under development.
- Racial justice is a frequent topic of staff meetings.
- We've created a Racial Justice Leadership Team (this is a team that will meet for one year, to guide our work as it moves forward.
- In August, members and staff from White Bear, Unity Unitarian, and First Universalist, will meet for a day to create a “learning table” in regards to our respective racial justice initiatives. The goal is to share learnings, resources, and deepen our congregational connections with one another. Heather Hackman will facilitate.

- On September 29th, Dr. Heather Hackman and Justin will be leading a dialogue sermon about race, faith, and why this work matters for us as a faith community. Following the service, at 1pm, Heather Hackman will lead a workshop, so we can introduce her to the congregation.
- In the Fall of 2013, we'll be offering a Racial Justice Training for 40 people, led by Heather Hackman. This training has filled up. We're holding this training on Saturday, Oct. 5, Saturday, Nov. 2, and Saturday, Nov 23 (8:30 to 4pm each day). In the winter, on Sat. January 25th, February 8, and March 1, 2014, we'll be offering a "Training for Trainers" in Racial Justice work, in an effort to build our internal capacity to continue and deepen this work.
- On August 10th, we held a 5 hr retreat with our Racial Justice Leadership Team. At this retreat, we created a covenant to guide our work, we met with Heather Hackman. We spent time getting to know each other, engaging in worship, and grounding this work in our faith tradition

Habitat Partnership: August 12-15 was our week long build with Habitat. This is the 3rd year a row we've done this; hundreds of people in the church have put their faith in to action serving in this partnership. We joined Habitat's "World of Hope" campaign, and because our efforts and the efforts of many others, we helped them meet and exceed their goals (learn more here: <http://www.tchabitat.org/worldofhope/>)

The Wedding Party: on August 11th, we held a huge wedding party/celebration. Hundreds of people attended, we married over 14 couples, and we witnessed to the power of love! Here's the ad we ran in City Pages:



First Universalist Church

of Minneapolis is celebrating the legalization of same-sex marriage in Minnesota by hosting a public blessing and providing private chapels for couples who wish to be married.

Sunday, August 11th

Private marriage ceremonies will be available to GLBT couples from **3:00—8:00 PM** in a variety of indoor and outdoor spaces, with a number of ministers available to officiate services.

At **4:00 PM** a public Community Wide Blessing of Marriage will take place in the sanctuary of the Church, affirming and celebrating marriages that have taken place in other states that will now be legally recognized in the state of Minnesota.

At **5:00 PM** a grand celebration will take place in the social hall, marking this historical event with a champagne toast, wedding cake, and dancing.



For couples who wish to sign-up for a private wedding ceremony, contact First Universalist Church at info@firstuniv.org or **612-825-1701** no later than August 5th

Inform/Consult/Approve	Item	Relevant Policy and Comments
Inform	Staff and Volunteer Report	<p>Policy D. Communication to the Board and Congregation. <i>Inform the board in a timely manner of any relevant trends, issues, or events affecting the health of the organization.</i></p> <p>Heidi Johnson is our new Office Manager. She is doing an outstanding job, and has jumped right in, coordinating significant portions of the Wedding Party.</p> <p>Rev. Elaine Aron Tenbrink began on August 4 as our new Minister of Membership and Adult Ministries. She is making connections with staff and congregants and a great addition to the team.</p>

The Racial Justice Team is comprised of the following people:

Jayne Miller
Emma Paskewitz
Polly Talen
Denise Konen
Michael Dotson
Scott Marshall
Jen Crow
Deb Rodgers
Ruth MacKenzie
Justin Schroeder
Rama Hart
Richard Sprat
Elaine Aron Tenbrink

The Growing Together Discovery Team (the team that's meeting this fall to link with the congregation to discern the best way to address the growth we're experiencing) is comprised of:

Brian Eshult

Barry Johnson

Matthew Keller

Deborah Talen

Claire Tralle

**Justin
Schroeder**

**Ruth
MacKenzie**

Lauren Wyeth

Jen Crow

Diane Gavere

Position Description for Growing Together Discovery Team

The **purpose** of the Growing Together Discovery Team is to provide an action plan to the challenges of a growing congregation at First Universalist. As called out in the church's Strategic Plan, we must respond to and accommodate the growth we're experiencing in worship and in religious education.

The Team will: plan and prepare the discovery phase with the congregation to determine growth pain points and possible solutions; distill themes to focus on; create proposal on how to address those themes.

We are looking for members of the Growing Together Discovery Team to be vested in the long-term growth of First Universalist, open to new ways of doing things, and valuing the input of others. This Team will need to be highly engaged in the process and the outcomes. We are looking for members to be involved from now until September, 2014.

Key meeting dates include: Early June (2 hour meeting on overview of project); Mid August (half day meeting determining action plan for Discovery phase); Late September–Nov. 1 (participate in Discovery activities; engage with congregants, convene focus groups, etc.; then distill themes down into top 2 or 3 recurring themes; this time period may be the most 'meeting intensive' part of the work); January (create proposal); February (outline next steps, communicate with congregation). Budget reflects costs of whatever decision is made.