

First Universalist Church Board of Trustees
October 15, 2020
Board Packet

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First Universalist Church of Minneapolis
Board of Trustees Meeting
Thursday, October 15, 2020 6:30pm ~ 8:45pm
Zoom¹: <https://stthomas.zoom.us/j/830886549>

Facilitator: Bryana; Process Observer & Time-Keeper: Yahanna

I. Welcome! (6:30)

- a. Call to Order and Agenda Approval
- b. Lighting the Chalice(s) (All)

May this flame that burns before us light our way, informed by the wisdom of leaders gone before, and inspired by the trust that we have been given as stewards of this Church. May we have vision, compassion, and courage as we serve this congregation now and for the generations to come.

II. Executive Session: Racial Justice Relationship Building (6:35 ~² 7:05)

III. Consent Agenda (7:05 ~ 7:10)

- a. *Approval* of September meeting minutes
- b. *Monitoring*: Acceptance of attendance and membership numbers
- c. *Monitoring*: Acceptance of staff and significant volunteer changes
- d. *Monitoring*: Inspection of protection of assets
- e. *Monitoring*: Inspection of Investment and financial policies

ANNOUNCEMENTS: Revised Date for State of the Church

Reminder of Rev. Jen's Sabbatical (November-mid January)

IV. Governance (7:10 ~ 7:30)

- a. Vacant Board Seat update
- b. Proposed Bylaws revision for youth proxy member

V. Fiduciary Responsibilities (7:30 ~ 7:55)

- a. Monthly review
- b. Capital Campaign Update - Phase 1.5

5 MINUTE BREAK

VI. Revising Staff Work Plan (8:00 ~ 8:20)

- a. Staffing update
- b. Accountability measures

VII. Racial Justice Work (8:20 ~ 8:30)

- a. Change Team minutes (informational)
- b. RJ Resolution check in/update
- c. [UUA 8th Principle](#) – planning process

VIII. Process Observation (8:30 ~ 8:40)

IX. Adjourn – No later than 8:45

¹ JOIN Zoom MEETING: <https://stthomas.zoom.us/j/830886549> , JOIN AUDIO BY TELEPHONE: +1 646 876 9923 US or 877 853 5247 US Toll-free, JOIN BY ENTERING THIS MEETING ID: 830 886 549

² Agenda item lengths are approximate

October 2020 Co-Senior Minister's Report
Prepared October 9, 2020
By Revs. Jen Crow and Justin Schroeder

Monitoring Items

Staff and Volunteer Transitions: This month we said goodbye to our ministerial intern, Barrington Walker, Jr. At his request, he entered into a time of discernment mid-September, and before the end of the month he had decided that he had serious questions about the ministerial formation process and requirements of the UUA and whether or not he identified as a Unitarian Universalist. The ministerial team offered support, and Barrington decided that he would like to end the internship, effective immediately, and refused our suggestion and encouragement to take the time to say goodbye to his internship committee, staff, and the congregation. We are saddened and disappointed at Barrington's departure, and we believe we have been of use to him in his discernment, even if this experience did not end how any of us would have hoped.

Barrington's departure leaves significant staffing gaps, and we are responding by increasing Julica Herman de la Fuente's position to full-time as of November 1st. We are also looking at shifting responsibilities on the staff team as we approach Rev. Jen's sabbatical, November 1st through the middle of January, 2021.

Protection of Assets: The church has all relevant insurance policies in place and paid to date.

Investment and Financial Policies: The church's investment and financial policies can be found here <https://firstuniversalistchurch.org/church-finances/>

Strategic Plan (Annual Work Plan): A draft workplan was presented to the Board in September, and an amended version will be presented at the October meeting, reflecting the Board's request for more measurable, systems focused goals. This amended work plan also reflects our increasing understanding of the needs of the church and our corresponding focus on worship, pastoral care, and community building.

Financial Summary
Year-End Financials

While not all numbers are yet final, we anticipate a \$7500 surplus for the 2019-2020 church year. We look forward to presenting final numbers to you as soon as our consultant returns to work following back surgery.

September 2020

At the end of September, income exceeds expenses by \$10,481. We are happy to see that giving was slightly ahead of budget. Thus far, annual giving is on the same pace as 2019-2020, which is reassuring as annual gifts make up roughly 75% of our operating revenue. Personnel Expenses continue to run well under budget due to some employees starting work in August instead of July, and some staff hours being allocated to the capital campaign. Other Expense has a significant negative variance due to paying our UUA dues earlier than usual and temporarily restricted fund activity which is fully offset by release from restriction revenue.

Capital Campaign/Building Project

We continue to proceed with Phase 1 of our Building Renovation project, with a projected completion date for the Religious Education Wing of October 16th. We have already met our revenue goal for this phase of the project and expenses are coming in within budget. Our work on the atrium will continue past October 16th, as we consider external renovations that tie in to the overall central entrance/atrium design and require Historic Preservation Commission approval. Water damage and waterproofing needs have consumed the majority of our contingency, and we continue to expect to complete within budget.

We do intend to proceed with sketching out a proposal for the Board that includes renovation of the sanctuary (including installing live stream capabilities) and exterior work, to be completed this spring/summer and not to exceed the gifts that have been received by that time. We request approval to continue working with our Project Manager, Chelsea Waters, from Watershed Consulting as we develop this proposal and work plan.

MINUTES
First Universalist Church Board Meeting
September 17, 2020 at 6:30 via Zoom

Participating: Bryana French, Christa Anders, Daryn Woodsen, Jen Crow, Benjamin Miles, Dan Moriarty, Justin Schroeder, Sarah Hedge, Yahanna Mackbee, Julica Hermann de la Fuente, Keven Ambrus

Guests: Janet Avery

I. Introductions, Call to Order and Agenda Approval

II. Team Building

The Board met in executive session in order to talk about confidential matters.

III. Consent Agenda

- a. *Approval* of August meeting minutes
- b. *Monitoring*: Acceptance of attendance and membership numbers
- c. *Monitoring*: Acceptance of staff and significant volunteer changes
- f. *Monitoring*: Treatment of Volunteers

MOTION MADE AND APPROVED.

Date Setting: State of the Church: February 21, Budget Meetings: April 25 and May 4 ,
Annual Meeting: June 6th. Board members were asked to add these dates to their calendars.

IV. Governance

- a. The Executive Team is going to meet with the Nominating Committee on September 24, 2020 at 7:00 pm to deepen connections and relationships and talk about next steps for filling the vacant seat on the Board of Trustees.

- b. Ben Miles agreed to serve as the Board Liaison to the Nominating Committee.

MOTION MADE AND APPROVED.

- c. Jim Ramnaraine has agreed to serve as the Chair of the Nominating committee.

MOTION MADE AND APPROVED.

- d. Change Team charge: Ben and Sarah walked the Board through the proposed suggestions for the Change Team. This should be a lay-led team whose job is to monitor and push the Board. The Change Team is relatively new and therefore does not have clear procedures for filling seats on the Change Team. The Change Team is proposing that each Change Team member be a voting member of the Church and should serve for three years with the option for an additional three year term. People will rotate off in a staggered fashion to ensure some level of continuity. Richard Spratt and Kayci Rush are

ending their terms on November 30, 2020. The Board is the one that is supposed to hold the racial justice work. The Change Team's job is to hold the Board accountable. The Change Team does not make decisions; it only makes recommendations.

There was discussion about power imbalances and hierarchy and whether it was inherently flawed to have the Board select and approve the Change Team members. It was agreed that the Change Team should make the selections and then present those candidates as recommendations for the Board's approval.

MOTION TO ADOPT THE FOLLOWING:

Each Change Team Member shall be a voting member of the Church and shall be elected for a term of three (3) years. The Change Team shall select candidates to replace outgoing members and those candidates will be considered by the Board for approval. Given that the Change Team is committee of the Board of Trustees, Board members will vote on and approve the slate of candidates. The terms shall be staggered so that no more than three (3) Change Team Members shall be elected for three-year terms at the same meeting. Terms shall generally be filled to coincide with the church calendar year.

A Change Team Member may be nominated to serve a second consecutive term. A Change Team Member who has served two consecutive terms may not be nominated to serve an additional term until the Member has been off the Change Team for at least three years.

Composition of the Change Team shall be 2 members of the Board of Trustees, and 4 members of the congregation. There shall be at least one senior minister and up to one staff representative on the Change Team as well. The Chair will be a congregant and the Co-Chair will be Board of Trustees member.

MOTION MADE AND APPROVED.

The Change Team is also asking that the church adopt the 8th Principle: "We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions."

This request was received and will be considered along with other racial justice work underway.

Finally, the Change Team is recommending that Karin Wille serve as Chair of the Change Team.

MOTION MADE AND APPROVED.

V. Fiduciary Responsibilities

Revered Crow shared what she characterized as continued good news. July's income is running ahead of expenses and giving is running ahead of the budget. The Black Lives Matter Lawn signs initiative is running through the church through the efforts of Rob Machalek. Rob buys the signs, gets them printed, sells them at cost and then donates the proceeds to Black-led organizations. So it shows up on the books but it is just money in and money out.

We are coming to a place where we can see the completion of Phase I on the horizon!! Volunteers are currently painting to save the church some money. The Phase I work is coming in on time and on budget. There was some water damage on both sides of the RE wing so we had to use some contingency funds and yet we will still be on budget. At the end of November, we are expecting to have about \$250,000 in the bank and then by April we are projecting to have \$650,000 in the bank. Rev. Crow would like to put some of this money toward the sanctuary while we are out of the building. She will come to the Board in October with a plan for how we might do some of this work in the spring.

VI. Approval of Staff Work Plan

Reverend Schroeder and Reverend Crow presented a very high level overview of their workplan which shows how they want to work toward achieving the visionary goals. This high level overview includes the major themes and they will work with staff on the details. This is year three of a five year plan.

Main Theological Theme for the Year: Our sense of who we are as a community of faith is ever expanding. People can bring all of who they are to this community, and welcome each other with joy.

The ministers believe that this is a turning point year for the church. We are changing and we are changed, and we will not be going back. We are a multi-racial, multi-cultural, intergenerational staff team working with a multi-racial, multi-cultural, intergenerational Board to build the Beloved community. We are ministering to one another through a pandemic, economic hardship, uprisings for racial justice, and the distortion of our country's democracy. We have embraced the opportunities embedded in this time of disruption to live more fully into our vision and values, becoming more inclusive in ways that will continue long after these times. We believe that continuing to focus our time and attention on the following areas will move us forward in our progress toward our visionary goals. We hope that however and whenever people interact with the church, they will experience all of our visionary goals.

We will continue to be on line into the future, even as we gather in person, and this will allow us to be more multiracial, multicultural and intergenerational.

The Ministers are relying on the work of Reverend Paula Cole Jones – see: <https://www.uua.org/ga/past/2019/workshops/sophia-fahs-lecture>.

The pastoral needs are higher than Jen has ever seen. It is intense with racial justice, death, state of democracy, economic hardship – the need for care in worship and across all places is high. Goals for the year:

1. We will build Beloved Community using a Community of Communities model (based on the work of Rev. Paula Cole Jones)
2. Spiritual resources for the moment
3. Caring for each other
4. Coordinated racial justice strategy
5. To be a trustworthy institution

Ministers were encouraged to make sure that the strategies are not dependent on just one person and that things are more institutionalized. Staff will use this plan as their roadmap. They will check in periodically to make sure that they are on progress and there is a mid-year check in with the Board. There was a suggestion that we identify some way to measure and see if we are track and a reminder that we had agreed to do that earlier in July. Need some folks who are good at developing accountability measures! The ministers will bring it back in October with measures and more system accountability.

VII. Approval of Racial Justice Resolution

Chair Bryana French gave an overview of the changes to the racial justice resolution since our last meeting. The resolution will be shared with other groups in the church and they will be encouraged to engage with it at a high level – what do they see, how do they envision engaging with the resolution, are there pieces missing? Julica encouraged us to not encourage word-smithing! It will come back to the Board before the February congregational meeting. We are going to ask these other groups to help lay the groundwork so that the resolution can successfully be adopted by the congregation.

Julica shared that the 8th Principle has its own journey. It needs its own process. Naming it in the resolution is a fine idea.

MOTION TO APPROVE THE RESOLUTION. APPROVED.

VIII. Process Observation

The Process Observer shared reflections about the meeting.

MEETING adjourned at 8:30 p.m.

September Attendance

			2020					2019
Adults	Wed.	10:00 AM			9:30	10:00	11:15	
1st week	x	x	0	*		201		201
2nd week	66	299	365		273		256	529
3rd week	73	330	403		228		242	470
4th week	82	354	436		279		241	520
5th week	57		57		248		223	471
Monthly Total	278	983	1261		1028	201	962	2191
Average for September	70	328	360		257	201	241	4382
RE					9:30	10:00	11:15	
1st week			0			24		24
2nd week			0		22		14	36
3rd week			0		228		212	440
4th week			0		223		205	428
5th week			0		214		193	407
Monthly Total		369	369	**	687	24	624	1335
Average for September			185		172	24	156	267
Combined Average			545		429	225	397	705

* No services (all staff off) week before Labor Day

** Represents combined attendance of two weeks' of RE, grades K-12.

**2020 Statistical Report
September 2020
Board Meeting October 15, 2020**

MEMORIAL SERVICES: 0

MARRIAGES/SERVICES OF COMMITMENT: 0

MEMBERS FOR APPROVAL: 1

Yahanna Mackbee

MEMBERS REINSTATED: 0

MEMBERS FOR REMOVAL: 6

Laura and Ron Schlatter

Greg and Mary Beth Hoelzer

Greta Gaard

Beverly Weddle, passed away 9/22/20

CHILDREN DEDICATED: 0

Total members as of the last meeting: 1061

To be added: 1

To be removed: 6

TOTAL MEMBERS: 1056

	To Date	End of Year Totals			
MEMBERS JOINED	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016
(Fiscal Year)	21	81	66	109	54
TOTAL MEMBERS:	1061	1058	1049	1,011	934

First Universalist Church of Minneapolis
Analysis of Revenues & Expenses
July to August 2020

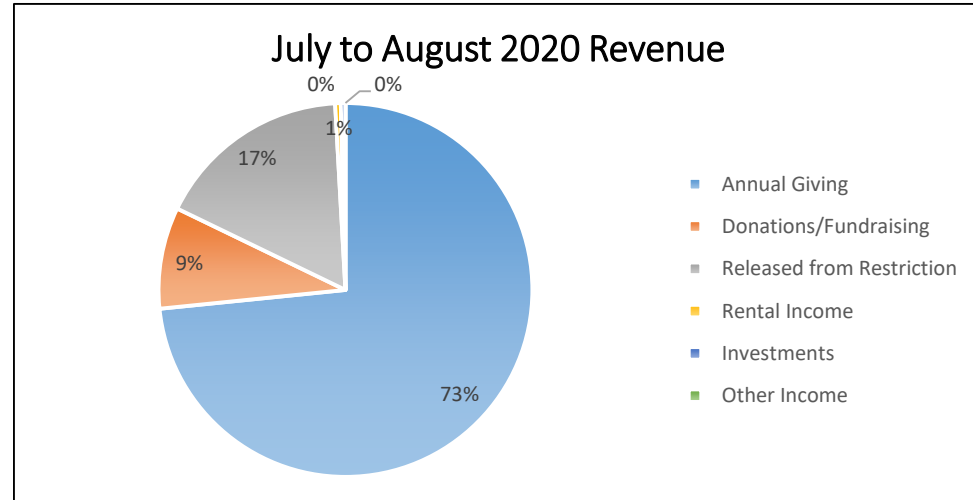
Headings and Account	Actual	Budget	Variance
Revenue			
Support			
Annual Giving	\$ 189,960.54	\$ 175,685.35	\$ 14,275.19
Donations/Fundraising	\$ 22,716.85	\$ 20,393.73	\$ 2,323.12
Released from Restriction	\$ 43,854.04	\$ 27,811.14	\$ 16,042.90
Support	\$ 256,531.43	\$ 223,890.22	\$ 32,641.21
Earned Revenue			
Rental Income	\$ 1,251.84	\$ 2,566.68	\$ (1,314.84)
Investments	\$ 1,032.17	\$ 1,520.84	\$ (488.67)
Other Income	\$ -	\$ 2,055.50	\$ (2,055.50)
Earned Revenue	\$ 2,284.01	\$ 6,143.02	\$ (3,859.01)
Revenue	\$ 258,815.44	\$ 230,033.24	\$ 28,782.20
Expenses			
Personnel Expenses	\$ 161,874.45	\$ 188,674.98	\$ 26,800.53
Program Expenses	\$ 6,532.51	\$ 6,270.59	\$ (261.92)
Administrative Expenses	\$ 13,035.29	\$ 17,334.05	\$ 4,298.76
Building & Grounds	\$ 10,889.48	\$ 21,099.35	\$ 10,209.87
Other Expense	\$ 56,001.77	\$ 4,098.22	\$ (51,903.55)
Expenses	\$ 248,333.50	\$ 237,477.19	\$ (10,856.31)
Net Total	\$ 10,481.94	\$ (7,443.95)	\$ 17,925.89

First Universalist Church of Minneapolis
Year to Date Performance
July to August 2020

Revenue Summary

Annual Giving	\$ 189,960.54
Donations/Fundraising	\$ 22,716.85
Released from Restriction	\$ 43,854.04
Rental Income	\$ 1,251.84
Investments	\$ 1,032.17
Other Income	\$ -
Total Revenue Variance	\$ 258,815.44

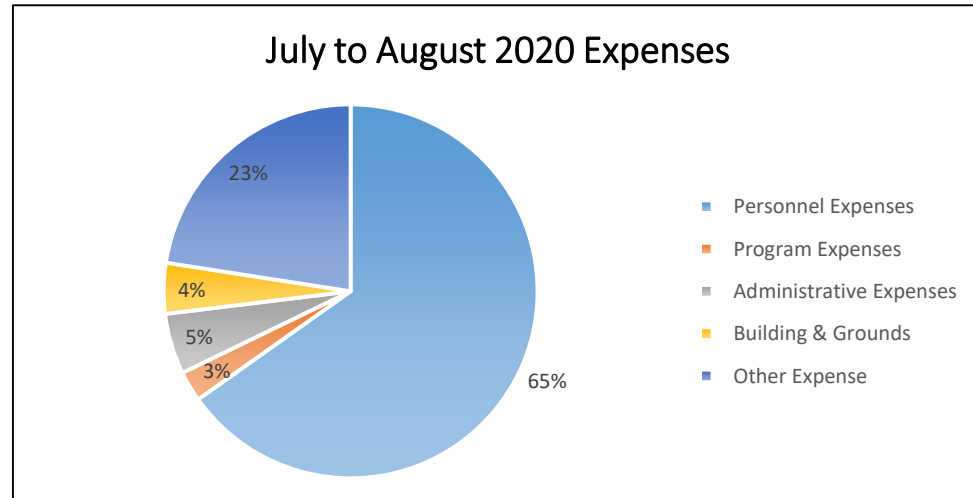
Actual



Expense Summary

Personnel Expenses	\$ 161,874.45
Program Expenses	\$ 6,532.51
Administrative Expenses	\$ 13,035.29
Building & Grounds	\$ 10,889.48
Other Expense	\$ 56,001.77
Total Expense Variance	\$ 248,333.50

Variance



Net Total

\$ 10,481.94

First Universalist Church of Minneapolis
Balance Sheet
August 2020

Headings and Account	Current Balance (This Year)	Change in Balance
Assets		
Current Assets		
Cash & Cash Equivalents		
Cash	\$ 1,104,596.27	\$ (2,721.42)
Total Cash & Cash Equivalents	\$ 1,104,596.27	\$ (2,721.42)
Investments		
Schwab - Church Operating	\$ 939,698.37	\$ 6,113.53
Schwab - Church Reserve	\$ 368,079.99	\$ 7,271.13
Schwab - Don Carter & Mary Carter	\$ 90,911.47	\$ 2,662.49
Schwab - Legacy Fund	\$ 943,980.04	\$ 24,613.99
Schwab - Temporarily Restricted	\$ 139,459.77	\$ 3,582.98
Thrivent Mutual Funds	\$ 24,955.42	\$ -
Total Investments	\$ 2,507,085.06	\$ 44,244.12
Cash & Cash Equiv - Foundation		
Sunrise Bank - Foundation	\$ 11,275.50	\$ -
Total Cash & Cash Equiv - Foundation	\$ 11,275.50	\$ -
Investments - Foundation		
Schwab - Foundation	\$ 1,647,838.26	\$ 49,098.73
Total Investments - Foundation	\$ 1,647,838.26	\$ 49,098.73
Total Current Assets	\$ 5,270,795.09	\$ 90,621.43
Other Current Assets		
Other Current Assets		
Prepaid Expenses	\$ 21,873.59	\$ (7,970.06)
Total Other Current Assets	\$ 21,873.59	\$ (7,970.06)
Total Other Current Assets	\$ 21,873.59	\$ (7,970.06)
Fixed Assets		
Fixed Assets		
Accumulated Depreciation	\$ (2,581,174.13)	\$ -
Fixed Assets	\$ 4,247,373.73	\$ -
Total Fixed Assets	\$ 1,744,338.33	\$ -
Total Fixed Assets	\$ 1,744,338.33	\$ -
Total Assets	\$ 7,037,007.01	\$ 82,651.37

Liabilities & Equity			
Current Liabilities			
Accounts Payable			
Accounts Payable	\$ 284,629.92		\$ 210,876.09
Total Accounts Payable	\$ 284,629.92		\$ 210,876.09
Total Current Liabilities		\$ 284,629.92	\$ 210,876.09
Other Current Liabilities			
Other Current Liabilities			
Benefits Payable	\$ 3,896.52		\$ 486.37
Accrued Expenses	\$ 15,027.98		\$ 3.51
Deferred Revenue	\$ 42,496.73		\$ 268.00
Total Other Current Liabilities	\$ 61,421.23		\$ 757.88
Total Other Current Liabilities		\$ 61,421.23	\$ 757.88
Total Liabilities & Equity		\$ 346,051.15	\$ 211,633.97
Fund Principal and Excess Cash Received			
Fund Principal			
Undesignated Net Assets/Equity			
Church Equity	\$ 2,035,762.08		\$ 209,001.66
Total Undesignated Net Assets/Equity	\$ 2,035,762.08		\$ 209,001.66
Board Restricted Net Assets			
Contingency Reserve	\$ 271,109.21		\$ -
Legacy Fund	\$ 837,023.89		\$ -
Memorials	\$ 6,881.88		\$ -
Total Board Restricted Net Assets	\$ 1,115,014.98		\$ -
Temp Restricted Net Assets			
Capital Campaign Fund	\$ 1,642,124.92		\$ (253,822.10)
Cummins Ministerial Fund	\$ 235,277.43		\$ (1,441.05)
Foundation	\$ 1,587,470.88		\$ -
Miscellaneous Funds	\$ 49,233.71		\$ 43,575.78
Total Temp Restricted Net Assets	\$ 3,514,106.94		\$ (211,687.37)
Permanently Restricted			
Don Carter Endowment	\$ 50,000.00		\$ -
M E Carter Endowment	\$ 14,000.00		\$ -
Total Permanently Restricted	\$ 64,000.00		\$ -
Total Fund Principal	\$ 6,728,884.00		\$ (2,685.71)
Excess Cash Received			
Excess Cash Received	\$ (37,928.14)		\$ (126,296.89)
Total Excess Cash Received	\$ (37,928.14)		\$ (126,296.89)
Total Fund Principal and Excess Cash Received		\$ 6,690,955.86	\$ (128,982.60)
Total Liabilities & Equity, Fund Principal, & Restricted Funds		\$ 7,037,007.01	\$ 82,651.37

First Universalist Church of Minneapolis
Analysis of Revenues & Expenses - Capital Campaign
September 2020

Division	YTD Budget	YTD Actual	Total Variance
Revenue			
Donations	\$ 3,579,235.73	\$ 3,541,455.69	\$ (37,780.04)
Initial Project Expenses			
Expense			
Consultants	\$ 230,000.00	\$ 229,030.00	\$ 970.00
Printing/Supplies	\$ 8,000.00	\$ 8,000.00	\$ -
Launch Event	\$ 30,000.00	\$ 52,689.09	\$ (22,689.09)
Architectural Pre-Work	\$ 27,000.00	\$ 2,000.00	\$ 25,000.00
Total Initial Project Expenses	\$ 295,000.00	\$ 291,719.09	\$ 3,280.91
Remaining Budget	\$ 3,284,235.73	\$ 3,249,736.60	\$ (41,060.95)
Project Expenses			
Debt Retirement	\$ 649,151.38	\$ 649,151.38	\$ -
Staff Salaries	\$ 79,783.53	\$ 79,783.53	\$ -
Tuckpointing	\$ 122,000.00	\$ 122,000.00	\$ -
Flannery	\$ 681,307.43	\$ 281,307.43	\$ 400,000.00
Misc. Construction	\$ 93,856.51	\$ 126,190.28	\$ (32,333.77)
Owner Supplied Systems	\$ 34,940.06	\$ 1,798.75	\$ 33,141.31
WPI	\$ 89,604.10	\$ 89,604.10	\$ -
Miller Dunwiddie	\$ 250,363.13	\$ 255,838.27	\$ (5,475.14)
Other Expenses	\$ 61,980.51	\$ 38,855.74	\$ 23,124.77
	\$ 2,062,986.65	\$ 1,644,529.48	\$ 418,457.17
Net Income	\$ 1,221,249.08	\$ 1,605,207.12	\$ 383,958.04

*Initial Forecasted Revenue for September 2020: \$3,405,095.26

BOT CHANGE TEAM MINUTES
OCTOBER 1, 2020
6:30-

Present: Richard Spratt, Kayci Rush, Sarah Hedge, Karin Wille, Ben Miles, Justin Schroeder, Julica Hermann de la Fuente. Absent: Jen Crow

The meeting opened with a check in about fall favorites (baked apples, layered clothing, making applesauce, thanksgiving, changing leaves, cooler weather, corn mazes). Julica shared a reading with the group.

The first agenda item was Julica's question about the relationship between the CT and the POCI Caucus. Richard noted the POCI Caucus is lay led and was formed later than the CT. The CT is also a committee of the Board. The CT has tried to center the voices of BIPOC in its work so has met with POCI over the years to get input.

Julica noted that part of her task this year is to center the voices of the people most affected and get all the groups in church on the same page where RJ is concerned. Julica also noted that BIPOC should do institutional work only if it contributes to their own spiritual development. To that end, the POCI Caucus can do antiracism work in the church if it **chooses** to do so and if it is life affirming, but that work is the **job** of the CT.

The next item was the job application for new members. Kayci had circulated the job application used last time; Richard asked about a timeline and steps. There was agreement that onboarding new people by the January meeting (Jan. 7) made sense. Everyone was comfortable with the application used last time, with a new introductory paragraph. Ben volunteered to circulate a Liberal article by the end of the weekend. It needs to be done by Tuesday to get into next week's Liberal.

Sarah will re-create the application, with a new introduction. Sarah and Ben can collaborate on language for a consistent message. Justin asked if the application asked about RJ training. It doesn't specifically, but does ask people to share their RJ experience. The Team talked about the importance of adding BIPOC and youth representation.

Julica suggested that the language reflect optimism about what has been accomplished and also be positive and visionary about the future. She drafted some potential language to be used in the application/Liberal, which the Team supported.

The next agenda item was goals for the CT for the coming year. The CT agreed on the following 3 goals to participate in or taking responsibility for, depending on the goal: developing RJ training for leadership groups in the church; establishing a RJ rubric for all groups within the congregation which will result in measurable, accountable RJ goals; and reviewing the governing documents of the church, using the Choice Points, for RJ issues, and making recommendations to the Board.

The next agenda item was RJ leadership training. Julica is excited about creating and offering this training. She feels she needs to establish relationships in order for this to be successful, and that doing too much too fast can create congregational anxiety. Julica also noted that what happens with the election can change the priorities at church. We should continue the institutional work as possible, but be mindful that we may have to pivot quickly.

Richard asked Julica what her thinking was about the training that has already been offered. She hasn't seen the training yet, although RJET (?) is about ready to test a zoom version. She noted that leadership training is different than "RJ 101." The thinking was that Jan-Feb would be a good time to offer training, after the election and inauguration.

Richard asked about the 8th Principle. The Board has looked at that, along with the RJ resolution. Adoption of the two are probably two different tracks, but that doesn't mean they can't proceed simultaneously.

Our next is November 5. A main agenda item for November will be reviewing applications. Richard would also like to get more clarity on Julica's role, as well as discuss the internship outcome and what we can learn.

Julica closed the meeting with a reading about truth, hope, love and community.

Karin Wille, Recorder



Using Choice Points to Advance Equity

1. **Identify a Choice Point:** What is one of your points of opportunity to make or influence a decision that may affect equitable outcomes?

2. **Assess Impacts:** What are the impacts of current decisions and actions that may be unintentionally reinforcing bias, barriers or inequities?

3. **Generate Options:** What are some alternative action options that could produce different outcomes? (Try to generate several of them.)

4. **Decide Action:** Which option will generate the most leverage, momentum or gain towards advancing equity and inclusion?

5. **Change Habits:** What reminders or “equity primes” can be structured into you routine practices and protocols to make equity an ongoing priority and habit? What relationships, supports, incentives or accountability measures could help?