

UUFD

Congregational Meeting Minutes

May 15, 2016

79 members total → 24 needed for a quorum

36 present: **We have a quorum**

11:05 – President Bill Lamb called the meeting to order

Opening reading

Minutes from Nov 2015 meeting: **approved**

Agenda: **approved**

- Nominating committee slate: presented by Tom Stamatakos
 - President elect: Jack Lazzara
 - Past president: Ashley Ford
 - Secretary: Annemarie Clifford
 - Member at large: Laura Gillberg
 - Motion to approve slate: **Unanimously approved**
- General Assembly Delegates proposed: Gladys Sanchez and Vantsrom Dracul
 - Motion to approve delegates: **Unanimously approved**
- FY 2015-16 Treasurer's report: Lon Clark
 - Balance is not zero – wonderful news! Bank balance is \$9,980 at end of Fiscal year
 - Lon showed us how that happened
 - Fundraising – difference between budgeted and actual is +4,000
 - Expenses – difference between budgeted and actual is -7,500
 - Lon pointed out lines where we spent less than expected (see attached budget)
 - Thank the people around you – we made it!
- Ministry council presentation: Pam Wicking and Diane Johns
 - Each spring, the ministry council makes recommendations around staff salaries
 - The ministry council's recommendations of increases last year were not made by the congregation, so the council want to bring them forth again.
 - They wish to recognize and appreciate the staff, as well as recognize and appreciate the board for making tough decisions.
 - Pam and Diane led a small group discussion around two questions:
 - What sacrifices have staff made because they love UUFD? Do you know? How have we – as a congregation – shown appreciation for staff who are members and who give above and beyond the hours that we pay them?
 - We have staff who work with a high commitment to excellence and we expect staff to cut to the number of hours we request. Are we willing to volunteer to make up for the hours that staff cut back and work is not being done? What are you personally willing to do to address the issue of equity in compensation and fair labor for our UUFD staff?
 - Each group shared some of their answers, especially to question 2:
 - Pay year-end bonuses. We have a lot of luck with special collections. What if we did a one-time special collection for employee year-end bonuses?
 - Special fundraising event for staff – maybe combined with a luncheon

- Year end bonuses: what if one week per month we were to collect money for that?
 - Once per year: thank you coffee hour
 - Individuals can give special thank yous
 - Free admission to church events for staff – a bonus
 - Community bartering service for those who volunteer so much – volunteers could provide free yard work or other services
 - Invite members to commit to raising a certain amount of money (in addition to pledge) – a fundraiser to happen elsewhere in the community, like a carwash
 - Donate UU unique booth money to go to staff, earmarked rather than general fund
 - We could invite the minister or staff for dinner or lunch to show appreciation – conveys a sense of being cherished without costing much
 - The sheets are stored in the office, in case the board or leaders would like to look at the full list of answers from each group.
- FY 2016-17 Budget presentation: Lon Clark
 - Lon explained the budget process the board has done so far:
 - Estimated income
 - Estimated expenses
 - Organized based on “stuff” versus “people” (staff salaries and benefits)
 - We have already cut “stuff” significantly
 - But we still have **a projected shortfall of \$11,618**
 - Lon presented potential solutions:
 - Solution A: Raise more money
 - Solution B: reduce staff salaries through layoffs (see columns in FY 17 budget)
 - Several members volunteered to be \$1,000 “champions” to donate or raise an extra \$1,000
 - 4 members raised their hands to volunteer
 - We are **now left with a \$7,000 shortfall**
 - Lon directed us to look at the bottom of the FY 2016 budget sheet.
 - We have \$3,911 remaining in accounts that are set aside for specific purposes
 - For argument’s sake, let’s say we take \$1,000 of that money and set it aside
 - We would now **have a \$6,000 shortfall**
 - Lon directed us to look at the bottom of the FY 2016 budget.
 - We have \$9,980 remaining in the account at the end of the year
 - We cannot accept a bank balance of less than \$6,000 for salaries and monthly expenses.
 - That leaves \$3,900 – how much of that should we retain for emergencies?
 - Let’s say we set aside \$2,000 for next year’s budget.
 - We now have **a \$4,000 shortfall**
 - Note: One member pointed out that there are probably people who could be \$100 champions. Another couple pledged to raise their annual contribution by \$600.
 - **We now have a 3,400 shortfall**
 - Look for a moment at the layoff situation. Rev. Linda proposed to take a one-month furlough, and other possible cuts were proposed. (see attached budget for possible layoffs and amount saved)
 - But... we have already cut the budget deficit by 2/3rds through option A – increased revenue.
 - Motion: To accept the proposed FY 2017 budget for six months, and then review the budget at the Nov congregational meeting.
 - Discussion/questions:

- Kathy asked Rev. Linda if she still wished to take a furlough now that it no longer seemed necessary. Answer: NO – she would prefer to keep working and maintain momentum of ministry, including Building Our Future campaign.
 - Is a new member drive a possibility? Ed Miguel is interested in talking about this more – talk to him if you are interested.
 - Dan suggested that the 4 individuals who pledged before could form a fundraising committee.
 - Bill suggested we practice our UU “elevator speeches”
 - Motion: **In favor: Majority, Opposed: 1, Abstentions: 0**
 - **Budget passed – for 6 months, with review at November meeting.**
- Minister’s Report: Rev. Linda Slabon: Rev. Linda presented a two-part minister’s report. Part 1 detailed her priorities (developed in discussion with the board) for 2016-17, through her retirement. Part 2: A list of ministers’ skills and interests, to help UUFD assess its needs as we prepare for ministerial transition.
 - **Part 1: 2016-17 priorities**
 - July 7 Ministerial Transition meeting with Rev. Lisa Presley, Congregational Life Consultant, Mid-America Regional Staff 6:30-8:30 p.m. at UUFD
 - Building Our Future Campaign
 - Bridging & Coming of Age with UUFD youth and young adults – Prep & monthly mtgs. to May 2017
 - Two worship services/mo and Worship Associates training Sept. 10 with preliminary plan for my and Toni’s departure
 - Two hr. supervision sessions with Allen Harden, Intern (2x/mo) and with Gladys Sanchez, RE Director (1x/mo)
 - Weekly contact with Beth Schewe, Office Manager. Board of Trustee and Ministry Council meetings.
 - WomanSpirit Conference at UUFD Feb. 3-5 with Emma’s Revolution Concert, Chair of Local Committee
 - Pastoral Care and Memorial services
 - July 2017 - Final Worship Service and Ceremony of Separation
 - **Part 1 B: How does Rev. Linda manage these priorities within the boundaries of a 50% time consulting minister?**
 - A “Consulting Minister” is a UU Minister who works at 50% time for a congregation (no more than 25 hrs/wk). My typical work days are Wednesdays, Fridays and two Saturdays & Sundays in a month.
 - I am responsible for worship 2 Sundays a month over 10 months. Usually I will not attend when I am not leading a service.
 - Some things that I will do less of, or may not/cannot do: Organize fundraisers. Social Justice, RE, NIU ACRO, & Community mtgs. Plan, set agenda and lead Leadership Council. Attend all regional/national UU meetings. No Adult RE, Book groups, or recruit Deepening group leaders. Give feedback to Worship Associates. RE staff trainings. The Sexuality & the Healthy Church Seminar (?). Weekly meditation. New member contacts & sessions.
 - **Part 2- Minister’s Skills & Tasks**
 - Among *your* tasks in the years ahead will be to discern UUFD’s congregational strengths and challenges, and, if you seek a minister, to assess which ministerial skills and interests/enthusiasms are most needed by the congregation.
 - Today I will give you some information. You don’t have to DO anything with it today, but listen and learn.
 - Why look at this today?

- To affirm UUFD's FUTURE.
- The Rev. Dr. Peter J. Luton wrote,
 - "Are these people who respect and value the ministry? Are they self-conscious or caught up in a false self-image? I wanted to know if stylistically and temperamentally we fit. Do I like these people? Do they seem to like me, to be open to what I might bring to them, or are they looking for someone else?... I am convinced that the better the laity and ministers understand what each other is experiencing, the more successful and enjoyable the process of finding one another will be."
- **Rev. Linda provided two handouts – one listing general ministerial skills and interests, for members to think about how important each is to UUFD, and the other describing some of the skills and interest she has placed most emphasis on.**

Handout 1:

Ministerial skills and interests/enthusiasms most needed by the congregation:
 4 -Crucial 3 -Significant 2 -Modest 1 -Of less consequence

Worship Arts

Preaching
 Music and liturgical arts
 Scholarship (Writing)
 Worship

Pastoral Care

Community bldg.
 Home visitation
 Hospital calling
 Personal counseling
 Spiritual guidance

Religious Education

Adult religious education
 Children's religious education
 Youth and young adult work

Administration & Staff

Administration
 Committee work
 Staff relations
 Facilitation

Growth & Outreach

Denominational activities
 Fund-raising (Stewardship)
 Membership growth

Social Responsibility/Social Justice

Social action
 Leadership

Handout 2:

Worship Arts

Preaching – approximately 22 sermons in a year.

Music and liturgical arts – Sing in UUFD choir & UU Minister's Assoc. choir (which Toni directed at GA for 4 years). Perform at UU churches with Cymbal, Member of UU Musician's Network (Toni appointed a Good Officer for 2 years). Coordinator of a Women's Choral Festival where six choruses (approx. 150 women) came to DeKalb for 3 days of workshops, rehearsals, and community concluding with a concert at Butell Hall.

Scholarship (Writing) – Publications: co-authored a book chapter in Cross Cultural Awareness and Social Justice in Counseling, poetry, articles for the DeKalb Chronicle.

Worship – coordinate calendar for 50 services/yr and lead worship for 23 services in a year; recruit, train, observe & give feedback for Worship Associate program members.

Pastoral Care

Community bldg. – weddings (?), memorial services (30+). Host annual Holiday/Christmas Open House, parties and dinners at our home. Coordinate UnSung UUFD Hero Award to thank lay members. Coordinate Circle Dinners for over 4 yrs. Led Women's Spirituality group - open to community for 15 yrs and re-started in 2015.

Home visitation – Employed 3 years at 1/3 time at DK County Hospice. Visit UUFD members when invited to their homes.

Hospital calling – UUFD members whenever aware of hospitalization.

Personal counseling – credentialed Licensed Clinical Social Worker, employed 10 years at half-time+ at Family Service Agency, limited sessions (2-4) for UUFD members.

Spiritual guidance – Spiritual direction when sought. Limited spiritual counseling sessions for non-UUFD persons. For 1 yr. conducted spiritual interviews for new UUFD members.

Religious Education

Adult religious education – CMWD Leadership School chaplain and lecturer (2 yrs). Book groups (The Almost Church, Science & the Search for God, Privilege Power & Difference), coordinated and led Deepening groups and trained leaders 1999-2009.

Children's religious education – supervision of DRE, intervene with staff problems or concerns, With Ministry Council interview and recommend to hire, (Before staff I recruited volunteer RE leaders, purchased curriculum, did puppets, stories, skits and music with children).

Youth and young adult work – Coming of Age & Bridging for Youth & Young Adults, YAYA (when it was active), NIU Assoc. of Campus Religious Org. member.

Administration & Staff

Administration – UUFD Disc. Fund, email, e-news & Pathfinder articles, mail, Board mtgs., etc.

Committee work – Call, set agenda and lead Ministry Council and Leadership Council mtgs. Attend committees when necessary or when asked. Led UUFD "Committee and Leadership Fairs."

Staff relations – Acknowledge w/cards & gifts staff anniversaries and significant life events. Supervise and/or consult with all staff. Hold annual holiday thank you lunch or dinner event.

Facilitation – Supported UUFD from Board-led group of 10 active members to congregation of 85 members/20 friends with 9 part-time staff. Searched for, led congregational decision process, capital campaign support, purchased and led celebration for full payment of debt (Helen Sherbenou contributor) on church home building. Coordinate Board retreats and the process for Long Range Plans.

Growth & Outreach

Denominational activities – Monthly mtgs. w/colleagues, General Assembly, 2 Mid-America mtgs/yr. Former Secretary (2 yrs) then President (2 yrs) Central Midwest Minister's Assoc., Former Board member Central Midwest District Board, and then Search Committee for District Executive. Nominated to serve on National Minister's Association Board – declined.

Fund-raising (Stewardship) – Give annual pledge. Started Capital Campaign and now support Building Our Future. Coordinated first stewardship campaign with Lon & Kathy Clark. Started UUFD Gala, Festival market (now Winter Markets thanks to Dan Kenney), UUSC Coffee.

Membership growth – Hold NEW UU classes twice/yr. Email and meet with interested persons, when there was an active lay membership leader met with that person monthly.

Social Responsibility/Social Justice

Social action – Contribute lots of money. Work at Welcome Café. Support events for Hope Haven, Safe Passage, DCCG, Jane Adeny School in Kenya, Interfaith Network. Called upon to support LGBT High School students in Rochelle who were in a hostile climate and working with ACLU (6 months of meetings).

Leadership – Coordinated Civil Union event (125+) at Sycamore Court House with strong lay support team, Coordinated Civil Union Holy Union Ceremony w/4 couples (150+), Led a Safe Schools task force group that met at my home for LGBT kids in schools. Board member of UU National Interweave (LGBT organization), Board member of Safe Passage (Domestic Violence prevention, DK).

• **Transition Team Update: Jenny Stamatakos**

- The transition team announced a forum for all UUFD members and friend to discuss the transition during coffee hour on June 5.

• **Religious Education Report: Gladys Sanchez**

- Gladys described some of the upcoming monthly RE program themes:
 - June: Art
 - July: Movement (social movements, as well as physical movement/yoga)
 - August: Harry Potter Curriculum
 - September: Disability awareness
- She shared some of the faith in action projects the children have participated in:
 - Unicef
 - CROP Walk
 - Upcoming: Oaken Acres, DCCG, and Welcome Café
- UUFD RE won a photo contest, and there is a photo of our children on the UUA website!
- The RE program has now clarified the volunteer roles:
 - RE Supporter: No direct contact with children, Can go to service, Provides snacks before service and helps with clean up after
 - Teacher: Engages with children and stays in RE room during service, Always has staff support
 - Storyteller: Reads or tells a story to the children, Engages with children during story time, Assists teacher as needed.
 - Bridge Builder Assistant: Collaborates with Taylor for the older children, Stays in RE room during service, Shares with children related to the monthly theme, Always has support from staff
- RE Professional Development: Gladys attended a number of conference, and she applied for and won grants for each
 - Finding Our Way Home conference
 - General Assembly: will attend in June on a scholarship
 - She is currently working on a grant for Young Adult social justice
- New staff member: Rebekah Guillotte is now a childcare provider in the infant room
- New business and open mic:
 - One member shared a possible action we can take to fight global climate change: He invited members to see him for information about the climate mobilization group
- **Motion to adjourn: Passed.**