

# Unitarian Universalist Congregation of Columbia

## Board of Trustees

### Minutes of November 15, 2017 Meeting

#### Attendance

Richard Culler (President), Tim VanDenBerg (President Elect), Sandy Chubon (Secretary), Bob Whitaker (Treasurer). Members at Large: Linda Brennison, Rod Brown, Mary Maclachlan, Emilio Perez-Jorge, Cheryl Soehl. Phil Turner (Past President), Joe Long (Chair Finance Committee), Rev. Jeff Liebmann.

#### Call to Order

Richard Culler called the meeting to order at 6:30 PM. Cheryl Soehl lit the chalice and provided a reading. Trustees re-affirmed their covenant with one another.

#### Approval of Minutes

Minutes of the October 18, 2017 meeting were approved as circulated.

#### Staff Reports

Reports of the administrator and the minister were accepted.

#### Treasurer's Report

October was the fourth month of our fiscal year. Our total revenue is over the planned budget and total expenses are under the plan. We have a positive variance of \$10,110.45, increased from \$4,439.92 last month. There were five Sundays in October which may contribute to this change. The Capital Campaign Fund has a balance (November 15) of \$125,604. A total of \$198,899 has been pledged to that fund.

#### **UNFINISHED BUSINESS**

**Building Renovation** Both contractors have agreed to meet with us about how we could reduce the cost of the project by reducing its scope. During a recent meeting about the project a comment was made indicating that the RE wing will have to be replaced in 3 to 4 years. This week Richard Culler and Carolyn West have an appointment with a contractor to inspect the foundations and structure of that wing.

**Confirmation of e-mail vote** The Letter of Agreement with the CYRE Assistant was approved via e-mail since our last Board meeting.

**UUCC Governance Status Update** Rev. Jeff has met with all of the ministry committees to learn about their goals and concerns and to discuss the gradual implementation of our governance structure changes. He asked Trustees to: identify a word or phrase that sets UUCC apart from other churches, identify a major change we want to see in the UUCC in the next 5-10 years, describe what keeps us engaged in the UUCC, and identify opportunities we have to impact our community. We do this kind of work using an activity called benchmarking. This requires that we identify other churches that share attributes with us which we can use as a basis for comparison. Then we identify measures that allow us to compare our accomplishments with those of our benchmark institutions. In December Jeff hopes to have some free time to put together an initial benchmarking analysis.

**2017-18 Board Goals** We talked about the goal of retaining members. Mary Maclachlan said the Membership Committee tries to keep track of people who have quit attending but they cannot do it for the whole congregation. A number of ideas were suggested including having trustees and members of the Membership Committee each assigned a certain number of members to track for attendance.

## **NEW BUSINESS**

**Board Members' Welcome & Announcements** Phil is working on revising this document used during Sunday services. He asked for input from Trustees.

**Date for December Meeting** Richard noted that our usual meeting date for December falls on December 20. He asked whether we could find another date earlier in the month. Trustees agreed to meet December 13 at 6:30 PM.

## **Adjournment**

The meeting was adjourned at 8:45 PM.

Minutes recorded by

Sandy Chubon, Secretary