

**First Unitarian Universalist Church
Board Meeting --- September 20, 2017**

Our Mission: To be a compassionate, welcoming community that nurtures spiritual growth and practices justice.

MINUTES

Board Members Attending: Gail Bishop, Vice President; Ann Hutton-Secretary; Garth Nelson, Treasurer; Randy Crawford, Kate Thompson-Jewell and Chris Wendt, Members at Large; Rev. Luke Stevens-Royer, ex officio

Board Members Absent: Jerry Katzmann, President; Charyssa Cobb and Greg Turosak, Members at Large

1. **Gathering, Call to Order and Chalice Lighting:** Gail called the meeting to order and Rev. Luke provided the chalice lighting.
2. **Approval of the Consent Agenda:** Motion by Ann, second by Randy to approve the consent agenda including an amended agenda, previous meeting minutes, and monthly financials. Unanimous.
3. **Old Business**
 1. Special Funds wording – Wording is in progress and will be presented to the Board next month.
 2. Personnel Committee Description – Committee will meet and review the history and description.
 3. Sex Offender Policy – Tabled until after the Installation.
 4. By-Laws Committee – Ann will contact Allen Bishop and Kathy Brutinel to verify their willingness to continue working on this project with a goal to present proposed amendments to the congregation next spring.
4. **New Business**
 1. **Consensus on Visions and Goals and Review Board Letter:** Reviewed the Board’s shared Vision for the next 1-3 years and the Goals for 2017-2018. All agreed the wording reflects our discussion at the Board Retreat held on September 11. The Board reviewed the September e-letter which shares these vision and goals. It also reminds members to vote on the Resolution on Immigrant Rights and invites everyone to attend the October 15 Installation.
 2. **Monitoring & Measuring:** The Board discussed items to monitor and how best to convey the information. Agreed to continue gathering ongoing statistics such as new members, attendance, volunteering participation, etc. During the coming months, the Board will investigate different methodologies for gathering qualitative data.
 3. **Retreat follow-up:**
 - a. Board/Minister covenant – Gail and Ann will work with Rev. Luke
 - b. Assessment and Evaluation – Kate and Chris will explore possible options.
 - c. Shared Ministry Conveyance – The Board will continue to discuss how best to share information on this topic.
 4. **Board donation for the Annual Auction** –Board will once again offer a Pancake Dinner as an auction item. Dinner to be held on February 11 at 5:00. Garth will check on wording from last year’s description and update wording.
5. **Amend Non-Corporate Resolution: Motion** by Chris, second by Kate to change the banking account signatures by removing Robert Harveland and adding Garth Nelson and. Unanimous. Ann will send an excerpt of the minutes Connie to be included with the resolution.

6. **Nursery Salary:** Rev. Luke shared background information and a recommendation pertaining to the hourly pay rate of the Childcare Coordinator. **Motion** by Chris, second by Randy to accept the recommendation as presented. Unanimous.
7. **PAC Team Report:** Gail shared the monthly PAC Team Monitoring Report which included new charts showing a three-year comparison of the average Sunday participation.
8. **Minister's Report:** Rev. Luke shared a written report which is appended to these minutes. In addition, he provided a one-page sample of charts detailing congregational statistic
9. **Other**
 - a. Installation Update: Planning is progressing nicely. Plenty of volunteer opportunities.
 - b. Monitors Update: Will be installed next week in the Commons and Hearth Room.
 - c. Resolution Update: To date 181 have voted so we have met the threshold required by the Bylaws. Will send another email blast as a reminder with the final voting to occur Sunday, October 1.
 - d. Annual meeting: June 3, 2018.

Meeting adjourned.

Respectfully submitted,
Ann Hutton, Secretary

Minister's Report to the Board of
First Unitarian Universalist Church of Rochester, MN
Wednesday, September 20, 2017

Ministerial Reports

Each month, I will share reflections and notes in certain categories of ministry. At times, these will include updates from program or administrative staff in their areas, at times these will include larger congregational matters. These reports may also include occasional concerns, recommendations, or questions that I would like the Board to hold with me, as well as hopes or aspirations for the coming months.

Worship and Rites of Passage

- We began the regular program year with 2 services, and for the first time, celebrated our Water Communion on the same day. For some in attendance, this was the first time they participated in the Water Communion ceremony, ending with a procession to the memorial garden.
- This coming Saturday I will preside over a private child dedication in our Sanctuary for an extended family member of our church.
- I have worked with the Worship Associates to continually reflect on the monthly themes, as well as integrate the mission statement into the words of welcome each week, in hopes that members of the congregation will begin to know it, or at least parts of it, by heart.

Staff

- Our staff has continued regular weekly meetings where we highlight pastoral care concerns, programmatic planning, and various congregational issues. In recent weeks we have been discussing Wednesday evening programming (see below), as well as space use of the Hearth Room and the Chapel.

Lay Leadership

- I appreciated the conversation around shared ministry that we had during our start-up workshop with Phil Lund, continued at our Board retreat. I look forward to further discussion around best assessment tools for our shared ministry.
- One part of the conversation that has (surprisingly) stuck with me was around length of ministry, in this congregation and in the wider movement. I think this will actually be an interesting area of conversation for me and the Board, and in the Committee on Ministry, to share general expectations or assumptions, and the more substantive conversation – how we expect to sustain our shared ministry in healthy and constructive ways that is not tied to a particular timeline.

Community

- I received a letter of concern from a neighbor about our Sanctuary Church conversation. I responded after consulting with the officers of the Board.
- I, along with two members of the Racial Justice Task Force, were interviewed by KIMT about our Sanctuary Church conversation – their editing was disappointing, focusing on logistics and not on ethics, but I'm glad to have any public media about the process, as that is much of the point of that particular justice work.

Congregational Life

- The staff has begun conversation with committees around Wednesday evening programming (inviting certain committees to consider switching to a Wednesday evening, building up the vibrancy of Wednesday evenings in the building, considering a shared meal for next fall, etc.) The vast majority of the reaction has been positive – with good questions about volunteers and logistics. (see tentative meeting dates, attached.)
- After some conversation with a couple of elders in our congregation, and the desire of the Board (and me) to offer opportunities for young adults, I will help with the coordinating and implementation of two groups this fall: an Elders Circle (70+) of some kind, tentatively meeting each month around a topic and a simple shared lunch, as well as a young adult group (20s and 30s), in time, planning to meet offsite at a local pub for casual conversation around the monthly theme. I will gauge interest, and hopefully, have a first gathering sometime this fall. I expect it to be a small group due to the nature of young adults and church attendance, but I believe it is important to have *something* available, that's easy to attend, for young adults. Hopefully, it will be a place where young adults and younger parents could gather for a casual small group and make connections.

Respectfully submitted,

Rev. Luke Stevens-Royer

Committee Schedule:

Committee & Council Meeting Schedules (Draft of possibilities)

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1st Wednesday of each month:

*Hospitality? (alternating with Program Council?)
Young Adult group?*

2nd Wednesday of each month:

**Worship
Finance**

3rd Wednesday of each month:

**Board of Directors
Communications?**

4th Wednesday of each month:

Program Council?

Current meeting schedules:

Hospitality	2 nd Wednesday (<i>July, Sept., Nov., Jan., Mar., May</i>)
Religious Ed.	2 nd Tuesday (6-8pm)
Communications	2 nd Tuesday (7-8:30pm)
Property	3 rd Thursday (7-8:30pm)
Design	1 st Thursday (10am-12pm)
Clara Barton	3 rd Tuesday (11am)
Adult Rel. Ed.	3 rd Wednesday (1pm)