

**Towson Unitarian Universalist Church
Board of Trustees
November Board Minutes**

Date/Time:	November 28, 2018 at 7:30 p.m.
Meeting:	Board of Trustees Monthly Meeting
Participants:	Neil Porter, Angela Castillo-Epps, Karyn Marsh, Art Starr, Sue Royer, Carol Watkins, Monica Sweidel, Luke Williams, Rev. Clare Petersberger, Lora Powell Haney
Absent:	
Guests:	
Location:	Towson Unitarian Universalist Church (Upstairs)
Next meeting:	December 19, 2018

Pre-meeting Action Items:

Activity	Owner	Target Date
[These action items are to be completed before the meeting. Often, they are related to consent agenda items, which are items for which there is no discussion unless a member has a question concerning them]		
Read and provide revisions of minutes from previous Board meeting	All	11/28
Read reports	All	11/28

Scheduled Agenda:

The meeting convened at 7:30 p.m. with a Chalice Lighting by Neil Porter

CHALICE LIGHTING	Neil Porter
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GO-AROUND QUESTION	All
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CONSENT AGENDA	Owner
Approve minutes from October 17, 2018 – attached	ACE
Accept President’s Report (Appendix 1) N/A	Neil
Accept Minister’s Report/ A- Team (Appendix 2)	Rev. Clare
Accept Treasurer’s Report (Appendix 3)	Monica
Accept O- Team Report (Appendix 4)	Sue Royer

DISCUSSION AGENDA	Time	Presenter
Neil Porter asked the Board if any items need to be moved from the consent agenda to the discussion agenda. There being no motions, the consent agenda was approved.	7:44	Neil Porter
<i>Agenda Item # 1</i>		
Assign tasks, roles & responsibilities for 18-19 Board Goals Pulled from October minutes:	9:10	

DISCUSSION AGENDA	Time	Presenter
<p>1) New Goal: Implement trial Governance Model, assess, educate and communicate outcomes to the congregation.</p> <p>2) Congregational Vision for Lifespan Religious Educ. (Task) Lead visioning process for RE ministry.</p> <p>3) Cultivate shared understanding of fiscal responsibility and attitude of abundance. (Task) Personnel to report fair share info to Finance Council so congregation can be educated on Fair Share and other fiscal matters.</p> <p>4) Intentional recognition and support of staff and congregational leadership. (Task) Examples include notes, gift baskets of fruit, small presents, treating staff to lunch etc.</p> <p>5) Address the structure of Sunday morning services. ARE will also support this goal.</p> <p><i>The Board did not discuss the details of the goals above. Instead, it was decided that the template for the 3 year rolling plan would be addressed first.</i></p>		
<i>Agenda Item # 2</i>		
<p>Review updated three-year rolling plan</p> <p>Karyn offered to draft a new template for the 3-Year rolling plan. The content of the original plan will not be used. The draft content will include the Board goals above, 1-5.</p>	9:10	
<i>Agenda Item #3</i>		
<p>Governance Task Force Update</p> <p>The focus was an overall timeline. The taskforce will formalize the timeline and bring it to the Board for approval. The tasks will include educating the congregation about governance. It was suggested that the education be led by the Board, not just the Governance Taskforce.</p>	9:05	Sue Royer
<i>Agenda Item #4</i>		
<p>Roof Proposal Update –</p> <p>Sue offered to attend an Endowment Committee meeting to discuss the roofing budget and terms. The Board will revisit the roofing budget in January.</p>	7:55	Sue Royer
<i>Agenda Item #5</i>		
<p>New Chair Fundraiser Update</p> <p>The Board unanimously approved the A-Team to begin fundraising in December. <i>(Chairs will be dedicated in memory or in honor of)</i> The chairs will cost more but will have better/stain</p>	8:20	Rev. Clare Peteresberger

DISCUSSION AGENDA	Time	Presenter
resistant fabric and come assembled. The final details as far as quantity, amount and color will be handled at a future meeting.		
<i>Agenda item #6</i>		
Other business – Budget question 1) Ministerial Intern: The money for the ministerial intern will be used up by January 2, 2019. There are donations to cover the balance of the cost for this fiscal year. The 2019 operating budget will have a line item for the ministerial intern. 2) For June 2019, the congregational meeting will be held during worship.	9:20	Monica Sweidel
Two different matters were addressed during Executive Session.		
PROCESS OBSERVATION REPORT (Appendix #)	9:20	Carol Watkins

Having no further business before it, the meeting adjourned at 9:22 p.m.

Upcoming Assignments

	Chalice Lighter	Threshold Article	Process Observer
November 2018	Neil Porter		Carol Watkins
December 2018	Sue Royer	Neil Porter	Luke
January 2019	Carol Watkins	Sue Royer	Art Starr
February 2019	Monica Sweidel		Sue Royer
March 2019	Angela Castillo-Epps		
April 2019			Monica Sweidel
May 2019			
June 2019			

TUUC Town Halls and Congregational Meetings 2018-2019 (June 9, 2019)

**APPENDIX 1:
PRESIDENT’S REPORT**

TUUC President’s Report for October board meeting –November 28, 2018

I want to formally congratulate everyone for a fabulous auction, but most notably Dan Alper for great leadership of the smoothest and most successful event in years.

I also attended successful Governance Task Force Meeting and Stewardship meetings.

**APPENDIX 2:
MINISTER’S REPORT: November 2018**

WORSHIP: Since our last meeting the class “What Does It Mean To Be A Unitarian Universalist?” lifted up the Oct. 14 service on the meaning of home for people who are homeless as particularly memorable. Heartfelt thanks to Angela Castillo-Epps and Duane Epps, Jr. for bringing the poem “Exposing Exploitation” by Mr. Robert Williams to our minds and hearts!

On October 21, Emily Tarsell spoke on “The Wound Is Where The Light Enters You.” Her daughter, Christina, who was a member of our youth group died almost a decade ago. Emily shared who provided her sanctuary along the way and how she now hopes to offer sanctuary to others through the medical ethics principle of informed consent.

Emily’s talk provided opportunities to connect with members of TUUC. As one example, Dr. John LeFarla and I will be co-facilitating a worship service on medical ethics on February 17 on the spiritual question, “What Does It Mean To Be A People of Trust?”

I attended the lay led stewardship service on October 28 with Andrew Hager’s meaningful reflections on Stephen King.

November 4, we recognized Herb and Sue Shankroff and their service to the Assistance Center of Towson Churches. They shared memories of their work for ACTC. Linda Lotz, the Executive Director of ACTC thanked them. We began the morning with 28 Thanksgiving Baskets committed to ACTC. By the end of first service, we had 40 Thanksgiving Baskets committed. And by the end of second service we had 60 Thanksgiving Baskets committed. The Shankroffs had been reluctant to be recognized but were gratified by this outpouring of support for ACTC!

November 11 we remembered the 100th anniversary of the Armistice in Europe. Members and friends expressed appreciation for the participation of the congregation in the time for all ages “Proud as a Peacock and Brave as a Lion” and also through sharing names of loved ones who had died in war during the meditation. Paul Azzam’s moving musical selections enhanced worship.

MANY people have commented on our growing Choir and how much they enjoy seeing them across the front of the Meeting Room in addition to hearing them! Tracy has worked hard to grow the Choir and deserves recognition.

Several people have thanked me for calling, at the beginning of the Nov. 11 services, an armistice on the theistic/humanist conflict that began at the founding of TUUC 58 years ago and which most recently manifested itself in the covenant printed in the order of service. Three self-identified theists thanked me in greeting line. I also received this thoughtful message from someone who does not identify as a theist:

I like "and with God." Not because it comports with my own theology, which is always surrounded by black and yellow "caution" tape and a sign saying "under construction," but because I feel that those in the congregation who believe in God in some manifestation don't seem to exercise the same freedom to express their beliefs as those who declare themselves to be atheists. I can name atheists among my friends at TUUC, because they have freely described themselves as such.

But agnostics or theists? I can't say for sure about anyone, because I've heard no one claim either identity. I wonder why not. Why do some of us feel comfortable identifying our spiritual orientation, while others stay in the closet?

Plenty of our practices confer legitimacy on the results of spiritual searches which have come up with a human-centered answer. That's why I like the theological language, because I think it offers space to those who are not avowed humanists/materialists atheists. Our church wants to be spiritually capacious; I think there should be room--and language--for all of us.

And, at the last Membership Committee meeting, Jane Selewach shared how a "None" (as in raised in no religious tradition) had expressed, in the recent four sessions on "What Does It Mean To Be A Unitarian Universalist?" an interest in learning about theological language. The "Nones" (of which there are more and more) have no need to reject theological language. They don't even know what it might mean. They want to explore theological language.

All this has led me to consider offering an adult religious education class in the spring on different images of God.

November 18, in first service, we reflected on memory and gratitude with a writing prompt by George Ella Lyon that came from the Soul Matters Small Group packet. I was touched that a couple of people shared their poems with me...and were moved to tears in so doing.

In the second service, we dedicated Harper Bailey. The image of big sister Bailey cradling Harper's head in their father's arms is particularly memorable!

I received the following e-mail request from Elliot Azzam:

Just WOW. I hadn't expected to need a tissue on Sunday, but The Room Called Remember just killed me. Any chance you'd care to share the sermon text with me so I can get all weepy again? Thank you for always hitting it out of the park. Elliot

REFLECTION O Sing Unto The Lord A New Song, Clare Petersberger

READING Fisk Jubilee Proclamation Tyehimba Jess

SONG #155 Circle 'Round for Freedom

CLOSING WORDS Prayer Maya Angelou

POSTLUDE Barbara Coeyman, pianist

On November 24, I met with the children of William Sciarillo to begin planning for the celebration of his life which will be held at TUUC at 1 p.m. on January 19.

On November 25, we celebrated the life of Anne Lee---an (almost) founding member of TUUC. And I spoke with Chris Kaltenbach several times with regard to her obituary for The Baltimore Sun: <https://www.baltimoresun.com/news/obituaries/bs-md-obit-lee-20181118-story.html>

I have met twice with Joyce, Tracy, and Lora to plan for the family service on December 16. Joyce is working with the different classes so that they will be represented in this service on the mystery of the cosmos, of our own human creation, and on giving and receiving love. It will be grand!

And I'm looking forward to officiating at the wedding of Allen Monger and Sarah Liske in June and of Tim Boniface and Liz Mason in September!

PASTORAL CARE

I have made 21 pastoral visits since our last meeting. I met with the Lay Pastoral Associates on October 21. Len Proctor has decided that his passion does not lie with pastoral care and has left the LPA's. I was scheduled to meet with the Caring Committee on November 7 but the meeting was canceled. Instead, Lisa Lubomski and I talked on the phone. I'm grateful for Lisa's organization of a chocolate cake with white icing to honor Anne Lee's wishes for what should be served at the reception and also of Lisa's organization of people to support the wonderful spread prepared by Anne's family for the reception.

EDUCATION

I met with eight colleagues for spiritual deepening at a day long retreat on November 5. This group is sponsored by Well For The Journey.

I participated in the first two sessions of the four session orientation series for new and prospective members facilitated by Jane Selewach. I presented our philosophy of worship and our history. There were seven participants.

I have participated in two classes this fall at the Institute for Islamic, Christian, and Jewish studies on what the Bible says about evil. It has been good to interface with colleagues in the community who represent different faith traditions. In December, Dr. Beverly Mitchell,

Professor of Historical Theology at Wesley, will explore the shared theological and ideological history of African American slavery and the Holocaust.

I have met twice with Karyn Marsh to discuss her Starr King field education project at TUUC focusing on implementing our new form of governance. Karyn not only facilitated three Town Hall Meetings, she has been conducting Appreciative Inquiry interviews with long time members to learn what is most important to them about our governance. The theme of “community” has run through these interviews.

I have been meeting weekly, either in person, or by Zoom, with Lora Powell Haney. (We missed two weeks in October because Lora was busy with events at the hospital and then in Tulsa the following week for a UU conference to learn from multiracial congregations doing anti-racism work.) To give you an idea of what we discuss in our meetings....here was the e-mail I received from Meadville for November:

Greetings, good colleagues!

Here is a breakdown if the assignments your student minister is working on this month is Congregational Studies:

- November 1: Preaching Assignment #1--Theological Diversity
- November 8: Analysis of congregational pastoral care systems and size dynamics
- November 10: Justice-Making and Prophetic Leadership
- November 15: Faith Formation in a Changing World
- November 29: Community Entrepreneurial Ministry

INNER LIFE

I am meeting with the Governance Task Force on the evening of November 26. The A-Team has received policies from Jasmine and Karyn that will be helpful in drafting operational policies.

After the A Team meeting, I met with the Program Council.

I met with the Membership Committee on November 19. We will be holding New Member Recognition in worship on January 13, 2019.

After completing this report, I will schedule a meeting of the Committee on Ministries.

The staff met as a team on October 17 and will be doing so again this coming Wednesday.

Don and I enjoyed stopping by the Harvest Festival on October 19 and were warmed by visiting with people as well as the fire pit and roasting smores!

THE TUUC Auction had such great spirit---from an opening bid of \$1,100 for a parking place to Allen Monger's proposal to Sarah Liske! It was a truly memorable evening of fellowship and fun!!!!

OUTREACH

I attended an October 18 luncheon for past Board members of Planned Parenthood of Maryland. I met a woman who had been Board President in the 1960's. She went on to get her Ph.D. in public health at the age of 50 and to teach at Bloomberg until she was 87 years old! At the end of her career, Bill Gates was coming to ask her if she'd like a couple of million for one of her projects. The next year, he offered her 50 million dollars for her next project. Talk about an inspirational woman!

Don and I attended the Oct. 20 dinner to celebrate the dedication of the new mosque of the Ahmadiyya Muslim Community by his Holiness Mirza Masroor Ahmad Khalifatul Masih V.

It was a pleasure to work with Linda Lotz on the worship service recognizing the Shankroffs.

DENOMINATION

I attended the October meeting of the Chesapeake Unitarian Universalist Ministers Association on October 24. The program was about spiritual growth. Joshua Long (who used to attend this church and is now a student for the UU ministry at Wesley Theological seminary) was my partner for one of the exercises. We are checking in monthly to hold each other accountable to our commitment to engage in three ways to lead more balanced lives.

It was renewing to participate in the Harper's Ferry Ministerial Study Group Retreat which was held in Frederick this year from the afternoon of November 11 until the afternoon of November 14.

I continue to participate in monthly Zoom meetings for colleagues on our spiritual question of the month and brainstorm different angles for worship services.

Respectfully submitted,

Clare

REPORT FROM A-TEAM

We are still missing a Finance Council Head for the A-Team. How will this vacancy be filled?

At our November 14 meeting, we celebrated the installation of TUUC's new roof! Heartfelt thanks to Todd, Kai, and Casey for all their efforts to get a proposal to the Board and then for monitoring the work while it was done! The plexi glass windows have subsequently been delivered and are awaiting installation.

We have two resources now to help us assess our congregation's capacity for a Capital Campaign....

1) Pat Infante whose name had been suggested as a contact on visioning for our religious exploration ministry.

2) The organization is Stewardship For Us, a financial consulting group who works with UU congregations.

This is informational to let you know the A-Team is moving forward with presenting the Board with a plan in 2019.

It was decided that Kai and Rev. Clare will work on the preliminary draft of operational policies and that Todd Robertson will weigh in on them (as well as the Finance Council Head when one has been appointed.) We have received templates from the work that Jasmine and Karyn did in 2014.

Todd has done yeoman's work with electricians as well as sponsored two work parties.

There was much discussion on the chairs. A more formal updated proposal will follow. But the short of it is that Kai and Sue Royer researched better quality chairs. The kind we currently have seem to no longer be made. Cloth ones that will last longer will cost about \$59 a chair rather than \$30 plus dollars a chair.

**APPENDIX 3:
TREASURER'S REPORT**

**Financial Report for Board
July 1, 2018 – September 30, 2018
25% of the fiscal year**

Income: The plate general fund is at \$4166.20– 22% of the budgeted amount. That is somewhat low for the first two months, but the summer plate contributions are usually lower. This should pick up.

We have received \$107,528.19 in pledges already, 35% of our budgeted amount. We are continuing to receive new pledges. Our total is now just under \$315,000, up almost \$7000 from when the budget was made.

The balances in the two accounts we can use to pay our bills are as follows:

PNC Checking - \$26,381.20
Schwab MM - \$14,768.25

This totals \$41,149.45, down about \$7000 from last month, but we did pay the retainer for the attorney in the last month.

Expenses: The board retreat was over budget by \$175.95, not a big concern. We are at just over 30% for our bank fees, a little higher than usual. We are on target or under in every other category of expenses so far this year. In summary, at this point in the fiscal year everything looks fine.

9-30-2018 Statements

ASSETS			
Current Assets			
Checking/Savings			
	PNC Account Capital Campaign		2,175.34
	PNC Checking		26,381.20
	PNC Money Market Restricted Acc		57,214.82
	Schwab xxx3840 (Money Market)		14,768.25
	Total Checking/Savings		100,539.61
	Total Current Assets		100,539.61
Fixed Assets			
Building			
	Security System (11-2017)		6,755.02
	Carpeting 7/26/99		6,034.00
	Carpeting (7/05/2001)		14,749.87

		Sign (4/15/95)	2,400.00
		Alarm System (1/14/97)	1,175.00
		Expansion (12/19/88)	396,648.52
		Improvements (03/01 & 09/11)	159,431.00
		Original (9/10/72)	162,528.00
		Accumulated Depreciation	-590,520.91
		Total Building	159,200.50
		Land	
		Original (9/5/61)	32,000.00
		Spragins Property (4/2/93)	40,223.22
		Total Land	72,223.22
		Culvert (9/30/1999)	11,260.20
		Total Fixed Assets	242,683.92
		Other Assets	
		Endowment	
		Schwab xx3839	968,549.09
		Total Endowment	968,549.09
		Total Other Assets	968,549.09
		TOTAL ASSETS	1,311,772.62
		LIABILITIES & EQUITY	
		Liabilities	
		Current Liabilities	
		Accounts Payable	
		Accounts Payable	100.00
		Total Accounts Payable	100.00
		Other Current Liabilities	
		Rental Security Deposit	130.00
		Total Other Current Liabilities	130.00
		Total Current Liabilities	230.00
		Long Term Liabilities	
		Membership Loan Payable	27,221.12
		Total Long Term Liabilities	27,221.12
		Total Liabilities	27,451.12
		Equity	
		Opening Bal Equity	50,523.36
		Temporarily Restricted Funds	
		Goucher College	6,711.00
		Hospitality Green Coffee	3,602.32
		Green Sanctuary	2,504.05
		Gallery Unicorn	4,381.16

		Memorial Garden Plaques	12,997.46
		Finance Council	
		Office	1,275.08
		Capital Equipment Fund (for equip purchases)	3,670.29
		Special Gifts	5,471.97
		Total Finance Council	10,417.34
		House & Grounds Council	
		Bldg Maintenance	4,417.62
		Total House & Grounds Council	4,417.62
		Inner Life Council	
		Budget (Tall Trees Concerts)	1,350.03
		BookNook	1,022.42
		Caring	1,568.36
		Total Inner Life Council	3,940.81
		Social Action Council	
		Social Resp Projects	1,886.81
		Total Social Action Council	1,886.81
		RE Ministry Council	
		Coming of Age	114.00
		RE Social Action Fund	482.31
		RE Reserve Account	1,000.00
		Youth Group Reserve Account	434.81
		Total RE Ministry Council	2,031.12
		Sunday Services Council	
		Hymnal Supplement	324.80
		Kate Venables Music Fund	3,992.43
		Total Sunday Services Council	4,317.23
		Total Temporarily Restricted Funds	57,206.92
		Retained Earnings	1,123,225.10
		Net Income	53,366.12
	Total Equity		1,284,321.50
	TOTAL LIABILITIES & EQUITY		1,311,772.62

Submitted by Monica Sweidel

APPENDIX 4:
OPERATIONS TEAM REPORT
Wednesday, October 10, 2018

Participants: Rev. Clare Petersberger, Joyce Duncan, Andrew Hager, Jeanette Anders, Patty Barry, Tracy Hall, Kai Aiyetoro

Absent: Sue Royer, Jane D'Ambrogi, Todd Robertson, Larry Magder, Jasmine Faelyn

Guests: Lora Powell-Haney and Luke Williams

- Andrew led the meeting with a Chalice lighting and introductory icebreaker question at 7:30 pm.
- Lora volunteered to be the Process Observer.
- Jeanette and Andrew reviewed Program Council goals with the group with the following suggestions:
 - Determine how goals are measured.
 - Determine a way of measuring achievement a goal.
 - Promote via event pages on Facebook.
 - Encourage cross-promotion.
 - Jeanette discussed success of Singles Group.
 - Add photos and articles in the Threshold.
 - Summary needed; use to propel forward.
- Design Thinking Ideation Exercise discussed with the following suggestions:
 - Prioritize ideation exercise
 - How to apply
 - Interaction
 - Process report
- Lora reviewed tonight's process with group.
- Next meeting will be November 14, 2018 at 7:30 pm in combination with Program Council meeting.
- Adjourned at 8:22 pm

Submitted by Kai Aiyetoro, Church Administrator