

Unitarian Universalist Church at Washington Crossing Board of Trustees

268 Washington Crossing-Pennington Road
Titusville, NJ 08560

Meeting Minutes

Wednesday, June 14, 2017



**Join the Journey.
Open to You.**

Pam Shadzik, acting president, called the Board of Trustees meeting to order at 7:00 pm. Also in attendance: President Kathy Frey; Acting Vice President Ed Dobrowolski (tonight's process observer); Secretary Mike Dalzell; Treasurer Lynne Quinto; Trustees Heather Edwards and Pete Rafle (tonight's timekeeper); DLRE Robin Pugh; Board President-Elect Marianne Alt; and Trustees-elect Nathalie Edmond, Patrick Kahney, and John Ueng-McHale. Kathy offered opening words.

Welcome/Consent agenda

Pam welcomed incoming board members to this meeting. No staff reports were presented for acceptance.

Treasurer's report

Lynne reported that, 11 months into the fiscal year, we have a \$49,000 surplus. We are \$41,000 ahead of budget projections, but some large bills, such as renewal of our liability policy, will be due before the end of the year. Memorial garden plantings and upstairs restroom renovations are to take place soon.

Board 2016–2017 goal review

Pam led a review of the goals the 2016–2017 board set for itself at the beginning of its term and progress made toward them. Goals the board set at its August 2016 retreat are listed below in *italic type*.

New member support/Connections: Rev. Kim, who was absent tonight, described to the board via a written note that there is movement on this “very layered goal” of helping not just new members but all members feel connected with one another and the broader church community. Rev. Kim and Ana will develop goals over the next year to ensure that people move through a system of welcoming, connection, enrichment, and leadership. Cohesion and communication among Membership, Community Building, ARE, and Nominating are keys to success in this area.

Support of the Racial Justice Initiative: The board has supported this initiative throughout the year, seeking periodic input from its leaders on progress and how the board can help to facilitate the team's work. This year's activities were varied and culminated with the April 2 congregation meeting, at which the congregation supported placement of the “resistance banner” on the lawn on the church.

Develop a vision for a capital campaign: This goal is on track. In the fall, the board met with, and later hired, a capital campaign consultant. In January, the board commissioned the Strategic Visioning Task Force, which is now holding cottage meetings to gather congregational input on its recommendations.

Conversations about money: Pam summarized lessons from the 2016 Annual Meeting: Speak openly about what we have and need, and do not assume that people will embrace what the board thinks. Wrap discussions of money in the context of UUCWC's mission. The May 21 pre-budget meeting was valuable for allowing people to ask questions prior to the budget presentation at the 2017 Annual Meeting.

Identify equitable plan for food contributions at Fellowship Hour: Heather reached out to Barbara Drew, Maria Baratta, and Susan Irgang — all of whom have been involved with various Fellowship Hour systems we have tried — and there was general agreement among them that the current system, while unpopular and imperfect, seems to be the most equitable of those that have been tried. The issue is unresolved, but in her written note to the board, Rev. Kim said that Ana DelCorazon, the incoming volunteer coordinator, has ideas for a “Hospitality Team” concept to address this in the fall. Susan Irgang, who also was not

present at tonight's meeting, communicated via a written note to the board that only three people have volunteered through SignUp Genius to provide food during the summer months. The office has some limited funds to purchase food to fill the gaps on summer Sundays without volunteers.

Capital campaign update

Pete Raffle reviewed the recommendations that the Strategic Visioning Task Force (SVTF) is presenting in cottage meetings. The recommendations include kitchen expansion, renovations to the office area (creating six offices and extending the office eastward over the Crossings Room), replacing and moving out the Crossings Room wall, and an elevator. The full plan may cost in excess of \$1 million. People are also using the cottage meetings to indicate their own preferences.

After the cottage meetings, the consultant will conduct a feasibility study to determine which renovations favored by the congregation are realistic and likely to be achieved in a capital campaign. Those results of the study will be used to develop a "case statement" that will be put to the congregation for a vote this fall.

Parking Task Force update

In writing, Susan Irgang detailed what she has learned from Hopewell Township about next steps and the many complexities of advancing our parking plan through the four other regulatory bodies that must approve it. The township will sign off on the plan after all four of the other groups have approved it. To date, 2 of the 4 have done so. If the current parking plan, however, is modified (as proposed by Strategic Visioning Task Force), the entire process would have to start over. The task force has been discussing a modified parking plan. To prevent miscommunication among groups or to the congregation, the SVTF's board liaison should help SVTF understand Susan's role and the plan she is discussing with regulators.

In April, the board commissioned a Parking Task Force in April. At tonight's meeting, the board gave Susan the authority to form the task force. The board requested that Farzad Shadzik be appointed to the task force. Previously, the board also suggested the names of others in the congregation with experience dealing with municipal and regulatory bodies.

Website policy

Mike, as the Communications Team's liaison to the board, reviewed a draft of a website policy that Communications forwarded to the board for review and approval. The policy describes the role of Communications in maintaining the site; the role of committee chairs and other church leaders in populating the site with content; and considerations for ensuring that the website conveys a professional image of the church and that content is consistent with our mission and Covenant of Right Relations. Ed moved that we approve the policy as submitted. Kathy seconded. The motion passed unanimously.

Executive session

The board met in executive session from 8:27 to 8:45 pm.

New board member questions

Pam took time to entertain questions from incoming board members.

Housekeeping

Mike reviewed some process items for the benefit of the new board. The board contribution to *CrossCurrents* will be "Meet the new board," featuring profiles of the 5 new board members.

Adjournment and next meeting

There being no further business, the board adjourned at 9:06 pm. Our next meeting is July 12 at 7:00 pm.

Respectfully submitted,



Mike Dalzell, Secretary, Board of Trustees