

NC Board of Trustees Meeting Minutes

April 18, 2017

“We are the trustees of the spirit of the North Chapel”

Present: Susan Inui, Denise Lyons, Chris Bartlett, Anne Macksoud, Anne Dean, Ann Wynia, Deborah Rice

Absent: Judy Williamson

1. Consent Agenda

-- *reviewed/approved 3/21/17 mtg. minutes (moved and seconded by Anne D and Anne M.) with the following correction: “Nominees are suggested /proposed by the Board and voted on at Annual Meeting by the congregation.”

2. Treasurer’s Report/Finances

—*approved report, with some slight corrections. In total expenses, \$11,706 is the correct amount for “Jan net ordinary income” because the budgeted amount for the parsonage was omitted. That amount will now be less because of lower than expected costs for the chimney repair at the parsonage. Expenses for the Search Committee were shown in the office category, making that category larger than normal.

-- reviewed budget implications for Leon’s anticipated hiring. Now we have a deficit of \$14K, of which \$2185 is for professional expenses, medical insurance, & pension. \$2767 is the final difference for expenses in the last four months of this year, Sep-Dec. All parts of the minister’s compensation are now listed together, excluding Pastoral Care (Gwen). Mileage for Gwen and Geraldine also not part of that category.

3. Candidate week/Follow-up with Leon

-- Board role: Assuming a positive vote on April 30, Denise suggested we might have a community conversation with the congregation in late summer to acknowledge the end of the formal interim period, to assess our learning from that experience, and to anticipate developing a relationship with a new minister in a way that is consistent with our new commitment to a more collaborative leadership model that involves significant community engagement.

— To-do’s for that week: There is a brunch on Saturday April 22 at Judy W’s for the board to meet with Leon, and Susan suggested we use the time to get deeply acquainted, by having each of us bring a question. Such as, “What do you see as your mission here? What role would you play here?”

-- Start-date: * Leon was a Pelican at Star Island, and their Final Weekend is always Labor Day Weekend, which would also be his first Sunday. He requested a “soft start” with the Board’s permission, to be away on Sep. 1 and 2, but returning to offer his first reflection on Sunday Sep. 3, and that was granted by consensus.

4. NNED Vote on Black Lives Matter on Sat. April 22

-- Background: At the last GA, there was a decision to request funding for this purpose from the NNED, to be dedicated to BLMUU. J and Renee have been asked to represent us at this meeting.

-- Input for Rene and J: There was a question about whether we need to give them input before hand, or just trust them to vote their consciences. *The consensus of the Board is that we want them to know that we are sympathetic to this cause, and that they can they can speak for us without input.

5. Mini Capital-Campaign

-- Update The estimates for building improvements are expected very soon, so we are close to having a number to base the campaign on. Anne Dean reminded us that we will want two quotes before the final awarding of the contracts.

-- Next steps: Denise and Susan will update Jack and Chris.

6. Board To-Dos

-- DJ emeritus: Susan will follow up on the details of producing the actual award so it will be on display by Sep. 1.

-- Committee matters: We will need to keep in touch with Nominating Committee to follow up on their visit.

-- Other: Welcoming Comm is interested in having a rainbow flag; We’ve let them know that B&G will need to be consulted on this decision. Information packets for new visitors to take home are being considered.

The Board affirms that the Social Justice Forum is maintained by V and Peg, and people who want to post are expected to use Geraldine’s template for the sake of efficiency.

7. Adjourned at 7pm. Next meeting May 16 at 5 pm

Deborah Rice, Secretary

North Universalist Chapel Society
Profit & Loss Budget vs. Actual
 January 1 through May 10, 2017

	Jan 1 - May 10, 17	Budget	% of Budget
Ordinary Income/Expense			
Income			
Uncategorized Income	0	0	0%
Pledges	73,637	154,000	48%
Fundraisers	993	11,000	9%
Contributions	680	4,000	17%
Rental Income	1,690	9,000	19%
Loose Collection	5,380	13,000	41%
Reserve Fund	0	3,500	0%
Total Income	82,380	194,500	42%
Cost of Goods Sold			
Cost of Goods Sold	0	0	0%
Total COGS	0	0	0%
Gross Profit	82,380	194,500	42%
Expense			
Parsonage	0	8,200	0%
Employee Benefits	1,978	5,885	34%
Pass through	0	0	0%
Church Expense	19,102	39,800	48%
Payroll Expenses	25,703	76,243	34%
Spiritual Exploration	1,495	2,440	61%
Music	460	1,400	33%
Membership	479	3,550	13%
Worship	272	2,600	10%
Minister Expenses	3,840	46,875	8%
Program Expenses	0	0	0%
Professional Fees	0	0	0%
Office Expenses	12,891	21,980	59%
Subcontractors	0	0	0%
Bank Charges	15	0	100%
Interest Expense	0	0	0%
Total Expense	66,236	208,973	32%
Net Ordinary Income	16,144	(14,473)	(112)%
Other Income/Expense			
Other Income			
Investment Gains/Losses	10,647	0	100%
Interest and Dividends	0	0	0%
Total Other Income	10,647	0	100%
Net Other Income	10,647	0	100%
Net Income	26,790	(14,473)	(185)%

North Universalist Chapel Society
Balance Sheet
As of May 10, 2017

	<u>May 10, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
People's Checking	77,605
Jantos Fund	7,023
VT Community Foundation	97,589
Wells Fargo Reserve	75,513
Total Checking/Savings	<u>257,731</u>
Accounts Receivable	
Accounts Receivable	(1,800)
Total Accounts Receivable	<u>(1,800)</u>
Other Current Assets	
Prepaid Expenses	1,262
Total Other Current Assets	<u>1,262</u>
Total Current Assets	<u>257,192</u>
TOTAL ASSETS	<u>257,192</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Byrne Foundation	15,000
VT/Quebec Grant	1,828
Spiritual Practice	2,436
Sabbatical Savings	593
Pizza Oven	851
Permaculture Garden Grant	4,735
Organ Fund	598
NYE/Cranna	2,700
Minister's Fund	1,714
Focus For Future	1,396
Payroll Liabilities	20
Total Other Current Liabilities	<u>31,871</u>
Total Current Liabilities	<u>31,871</u>
Total Liabilities	31,871
Equity	
Unrestricted Fund Balance	198,531
Net Income	26,790
Total Equity	<u>225,321</u>
TOTAL LIABILITIES & EQUITY	<u>257,192</u>

MEMBERSHIP MEETING MINUTES
MAY 2, 2017

Present: Fran, Ann, Joanna, Sherry

Greeters:

May 7 Joanna

14 Pru

21 Sherry

28 Ann

June 4 Joan?

Refreshments for May 7th and May 21st luncheons

Joan juice

Sherry quiches

Joanna sandwiches

Fran chips and pickles

Ann set up and sweet

Pru salad

June 4th same except Fran will bring sweets and Joanna will bring beverages

On Sunday, 28 new members signed. Ann will order gift booklets and bookmarks

We recommend that our committee joins the Welcoming Committee. Within each, specific task forces will be set up.

Respectfully submitted,
Sherry

WEC Minutes May 4, 2017

Present: Barbara Bartlett, Joby Thompson, Pru Schuler, Polly Forcier, Kathy & Rick Fiske, Joanna Garbisch

Absent: Richard Schramm

Pamphlets for New Members

Polly presented a group of UUA pamphlets that she brought back from Martha's Vineyard on various topics. "Becoming a Member" seemed most appropriate for including in welcome letter for new members. It was also suggested that a display rack be put out to display other brochures.

Action: Polly will see if they are still available. Rick followed up on this after the meeting and found they were out of print but has ordered some others that could be displayed. More discussion to continue at next meeting.

Follow through on Initiatives

Rick has been replenishing the supply of brochures, blue cards, extra name tags and gift bags. This needs to be taken over by other committee members. The job could rotate on a regular basis. No volunteers came forth.

Action: A committee member needs to step up to do the job by the next meeting.

Outside Welcoming Sign

Rick presented mock up of icons that could be added to new sign on the building. Icons included Rainbow Flag logo and Human Rights logo. Committee approved of the idea.

Action: Kathy to present options for display on existing sign.

Committee Constitution

Barbara proposes that this topic be discussed at a future meeting as the committee has not yet completed their Constitution.

Merging of Committees

With 28 new members signed up Ann Wynia had expressed to Barbara that we should look into merging WEC committee with Membership committee so that responsibilities would not be duplicated. It was recommended to get a list of exactly what membership was handling before making any decision.

Action: Barbara to get list of membership duties and distribute to WEC before next meeting before further discussion. Barbara will talk to Sherry to invite Membership to our next meeting to discuss possibilities.

Next Meeting 1 June 2017

MUSIC AND WORSHIP COMMITTEE MINUTES

May 9, 2017, 5:15 PM, Submitted by: Jessica Stout

Attendees: Don Ransom, Anne Marinello, Jessica Stout, Diane Mellinger, Shoshana Belisle

Moment of Silence

Check-in

Review and Approval of Minutes from April meeting

Ongoing Business: (Action Points in Bold)

Review of Services this past month:

Overall, services this past month were given positive reviews by committee members. Jim Totin, who gave the Easter service, appeared to be well-received by the congregation, despite the initial feeling of risk in having someone new speak on a holiday. Discussed the positive power of a “gentle presence” and authentic message, versus something “preachy”. Also discussed the overwhelmingly positive response to the newly hired settled minister, Leon Dunkley, who provided two reflections during candidate week. Finally, favorable impressions (“authentic, touching”) were given about Deb Heimann’s most recent reflection.

Review of Action Points from Last Meeting:

- a. **Don to connect with Mohsen Medawi after tomorrow (5/10).**
- b. **Mary to connect with Kirtan group.**
- c. Phyllis will be able to commit within a couple weeks to a summer date for giving a reflection. **Official date to be established.**
- d. We will be combining New Member Sunday and Step Up Day on 6/11. Kathy, Rowley, and Carol all plan to speak about their spiritual journeys.
- e. Anne provided Don with Heather’s email address.
- f. Theresa Snow will speak on 7/2. She has a background in recycling food and farm waste.
- g. **Don will send out Guidelines for Reflections for review. Diane recommended adding the point that Reflectors have 15 minutes (approx.) to speak, even if the service is running late, to alleviate any potential feeling of being rushed.**

- h. Committee to email/ provide poems to Shoshana who will create a collection for “emergency fill in reflections”.**

Review Future Services:

- a. Joint service has been moved to 8/20.
- b. Diane not here on 5/21, 8/13, and 9/3. Pierre to cover on 5/21.
- c. Discussed upcoming service for 5/14/ Mother’s Day.

New Business:

Discussed the need to support Leon as he begins his role at the North Chapel. Discussed the plan to continue to schedule Service Coordinators from the congregation to assist with services, particularly in the beginning months of Leon’s tenure.

Next meeting: Tuesday 6/6/17 at 5:15PM

Closing Circle

Adjourn: 6:25Pm

April in Spiritual Exploration for Children and Families.

MONTHLY WRITE UP

Another fun and busy month for our SE program.

- 1) In early April, a group of parents and children from the North Chapel attended the Mother Up Lobby Day at the Vermont State House. Participating families had a rich, educational experience that included a tour of the State House and meetings with local representatives Alison Clarkson, Charlie Kimball and LT. Governor David Zuckerman.
- 2) Our Story & Yoga Time with Angel at NWPL was a hit with over 10 children attending!
- 3) We had a really fun Easter. Many many easter eggs. Many families were out of town but had about 10 children in attendance. Thank you to Linda Galvao for photographing the egg hunt and for really being very generous and thoughtful with her donation of eggs and non-candy products. Thanks to all the other parents who also helped out with the egg filling and donation of eggs.
- 4) Also this month, our SE Book Group met for the first time. We discussed the book "Wherever you go There you are" by Jon Kabat-Zinn. Rev. Leon popped in for the first half an hour and we enjoyed a really rich, varied conversation among ourselves. The next book we are reading is "When Things Fall Part" by Pema Chodron.
- 5) Thank you to The Maliks for hosting many SE families during Candidate Week. It was surely one of the highlights of the week!
- 6) An awesome time was also had at the Climate Rally in Montpelier. 4 children attended along with about 2 dozen adults.
- 7) I attended another VFBA Group Meeting. This was very informative - we continue to work in separate smaller work groups.

Sunday SE Breakdown

April 2: K-6: Change The World Kids & Geraldine (4)

Change The World Kids were with us. This month was our turn to talk about what Social Action we as the North Chapel children are participating in. We discussed the Mother Up! Lobby Day some of the children were attending and also spent time working on a visual aid to show all the incredible opportunities happening in our Spiritual Exploration for Children and Families Group.

April 9: K-6 Music and as a Spiritual Practice with Michael Z and Geraldine (7 Children)

Musician Michael Zsoldos was here to work on "Music as a Spiritual Practice" with the kids. We are learning "Spirit of Life" and "This Little Light of Mine". The children will be performing during Step-Up Day in early June. Our next music session/rehearsal will be May 14th.

April 16: Annual Easter Egg Hunt!! Many of our NC Children were away this Easter so we had an overabundance of eggs for our Easter Egg Hunt. Thank you so much to the many people who helped fill eggs, donate candy and non-candy items to keep this fun event going. The children had a blast. Thank you Linda Galvao for taking photos and for your very thoughtful and generous contribution to our Egg Hunt.

April 23: Grades K-6: Art as a Spiritual Practice with Ben and Murray

11 children were present for SE this last Sunday. Ben and Murray worked with the children on welcoming Rev. Leon and the children made cards of welcome.

April 30th: Grades K-6: Spiritual Exploration with Ben and Geraldine

16 children were present for SE this last Sunday. We spent a good deal of time talking about the process of finding a new minister, what it means to minister a congregation and also look at how our principles tie into the process. eg. All people need a voice and the voting process.

May 7 Grades K-6: CTWK with Geraldine (9 Children)

The SE Children had a great time planting Flower Flats with Change The World Kids. These flowers will eventually be planted in the Flower Garden at ArtisTree!