

Annual Meeting Minutes

ALL SOULS CHURCH, UNITARIAN
MINUTES OF ANNUAL MEETING
December 4, 2018

I'll Stand by You by The Pretenders

Performed by Jen Hayman and Gordon Kent

We Must Be Saved by Reinhold Niebuhr

Responsive reading led by Rev. Rob Hardies

The meeting was called to order at 1:15 pm by Brenda Baron, Co-Moderator

PROCEEDINGS

Meeting Administration.

1. Confirmation of Quorum was announced by Jennifer Breneau, Membership Secretary.
2. a. Presentation of Agreements & Agenda was conducted by Brenda Baron, Co-Moderator.
2. b. There were no comments/discussion for additions.
2. c. The motion to approve the Agreements and Agenda was made and seconded. Both were approved by unanimous voice vote.
3. Brenda Baron introduced Brian Marshall, Parliamentarian, Dory Phelps, Time Keeper, and Fran Jackson, Secretary.
4. Jennifer Bruneau, Membership Secretary, presented the Membership Secretary's Report. The total membership for 2018 is 1,387 with 73 of them being new members. There were 120 who resigned, moved, or were, in some cases, removed after a review of the pertinent dates. Eleven deaths occurred within the church membership this past year.
5. There were no comments/discussion regarding adjustments to the minutes of the 2017 Annual Meeting.
6. The motion was made and seconded to approve the Minutes for the 2017 Annual Meeting. The minutes were approved unanimously by voice vote.

A Transformative Context

Paula Cole Jones presented a brief History of All Souls Church's transition and beginning of transformation as outlined in the slide presentation.

Board President's Report and Bylaws Vote

1. Tim Rhodes, Board President, noted that the Board started their year with a retreat lead by Rev. David Pyle, the UUA Congregational Life Consultant, to learn the basics of the governing structure (Policy Governance) of All Souls and to define and begin to practice the culture of working together as a board. Throughout the year the Board took significant actions including signing a MOU with David Pyle to review the church's governance structure, initiating Senior Minister evaluation process, approving the Interim Executive Director, appointing Ken Ambrose and Paula Cole Jones as co-chairs of the Transformation Team, approving the final recommendations of UUA Consultant David Pyle, and in 2019 will be proceeding with implementing those recommendations with congregational input and approval as required.
2. Jenice View presented the Executive Director/Executive Minister Update. With input from the Board of Trustees, Transition Team, staff and the Interim Executive Director, the search committee developed a job description. Of the 33 applications, there were ten applicants who met the baseline requirements; six were interviewed via video; and three were then interviewed with face-to-face meetings. Considering the needs of the church, the committee decided to reopen the search with a target hiring date in mid-February. Rachel Pfeffer, Interim Executive Director, has agreed to stay until the end of February.
3. Tim Rhodes explained the bylaw change proposed in David Pyle's Recommendation #3. The Board unanimously passed a motion to delete the second sentence in Article IX Section 2 and delete all of Section 3. The recommended deletions are italicized and struck through in the following:

Section 2. The staff of the Church shall be composed of the Senior Minister and such other employees authorized in the budget as may be necessary to manage the Church. *Subject to Board approved policies, the Senior Minister shall be responsible for the retention and supervision of all staff.*

Section 3. The Senior Minister shall chair an Executive Team composed of the Senior Minister and other senior staff and/or lay leaders designated by the Board of Trustees and the Senior Minister. Operating under policies established by the Board and available for inspection by the congregation, the Executive Team shall oversee all staff and, in a spirit of shared ministry, shall coordinate the implementation of the Church's policies as delegated by the Board of Trustees.

4. Congregational Comments/Questions: In response to congregational concerns about transparency, salaries vs. responsibilities, and Board policies vs. bylaws, Tim Rhodes and Tracy Zorpette, outgoing Trustee who served on the Personnel Committee had the following explanations. Tim explained that the Executive Director will primarily be responsible for the day to day operations of the Church and the Senior Minister will be responsible for the Ministerial Staff responsible for the worship/counseling services. Tim has had conversations with several other churches who have had this structure and the Board will continue to have these discussions with churches with this experience. He also stated that the Transition Team will be working with the Governance Committee to help develop accountability and transparency.

A motion was made and seconded to extend discussion by six minutes to allow the three people in line to speak for two minutes each. The motion was unanimously approved by voice vote.

Tracy Zorpette, outgoing Trustee, pointed out that policy does not belong in the bylaws. The minimum structure created by the bylaws allows for more flexibility in setting policy. Guiding policy is the role of the Board. Personnel Committee did extensive research locally and

reviewed UUA guidelines. The current Interim Executive Director is working without benefits and therefore could have a higher salary than the one proposed for the incoming Executive Director.

5. The motion was made and seconded to delete the second sentence in Article IX Section 2 and all of Section 3. The motion was approved unanimously by voice vote.

6. The Board recommended the ordination of Norman Allen. Judith Bauer gave a description of Norman Allen's impressive background. Sherry Gilbert praised the sermons she had heard him deliver at All Souls. Rev. Parker described the very strenuous and lengthy process which Norman had to go through to get to this point.

7. The motion was made and seconded to approve the ordination of Norman Allen. The congregation unanimously approved by voice vote.

Trustees and Officers Election

1. Tim Rhodes commended the service and contributions of out-going Trustees Tracy Zorpette, Georgia Yuen, Anne Bradley, Russell Cross, and Patricia Lambert, Co-Moderators Brenda Baron and Paree Roper, Secretary Fran Jackson, and John Crowe. Rob Hardies presented new hymnals with a dedication to each to be placed in the sanctuary for use in future services.

2. The report from the 2018 Leadership Development and Nominating Committee was presented by Myra Hermann. The LDNC recommended the following candidates:

Libby Buchele, Tehani Collazo, and Nadine Ramos for 3-year terms on the Board of Trustees; Carrie Davidson for Board Secretary; Mike Hill for Moderator; Mark Regulinski for Treasurer; and Jen Bruneau for Membership Secretary.

3. Myra Hermann introduced the Board candidates who each spoke of their inspiration/interest/commitment to serving as a Trustee.

4. Additional recommendations from the floor were necessary to nominate Cheryl Gray and Erika Landberg for 1-year terms on the Board of Trustees because those vacancies occurred after the deadline for the Leadership Development and Nominating Committee to make their recommendations. The motion was made, seconded three times, and passed unanimously by voice vote to nominate Cheryl Gray and Erika Landberg to 1-year terms as Trustees.

A motion was proposed to nominate Erika Loke as Assistant Secretary. The motion was seconded three times and passed by unanimous voice vote.

5. There was a brief congregational discussion of the duties of Assistant Secretary and Assistant Treasurer.

6. The motion to elect the current slate of officers was made, seconded, and passed unanimously by voice vote.

Leadership Development and Nominating Committee Members Election

1. The Leadership Development and Nominating Committee proposed the elections of Tom Fox and Rahima Rice to the committee. A motion was made, seconded three times, and passed unanimously by voice vote to nominate Alice Goldberg as a member for the LDNC also.

2. There was no congregational discussion.

3. A motion to elect Tom Fox, Rahima Rice, and Alice Goldberg to the LDNC was made, seconded, and passed unanimously by voice vote.

Financial Report

1. Treasurer's Report.

Jen Bruneau, Membership Secretary, announced that the required quorum was present.

Mark Regulinski, Treasurer, reminded the congregants that there was not time at this meeting to review the budget by line item, but he invited anyone who would like to do so to contact himself or Rachel Pfeffer to schedule a meeting. Mark made clear that the proposed 2019 budget was developed without a tenant's rental income, and that finding a new tenant, who can pay the rent and shares our values, was a priority. He highlighted several ways in which the Board and the congregation could move forward with development initiatives. He made it clear that the Board would have the challenge of raising additional funds or making reductions if the projected income fell short. Staffing cannot be filled until the church has a tenant. Currently, the Third Century Campaign has \$800,000 towards its \$1,300,000 goal and has \$500,000 to go.

2. Congregational Discussion. Responding to a question about the restoration of the church steeple, Mark shared that estimates project a seven-digit budget to do so. The Board was considering plans to reinvigorate contributions to the capital fund and to seek the possibilities of a grant.

The motion was made and seconded to extend the discussion by six minutes to allow three more people in line to speak two minutes each. The motion was approved unanimously by voice vote.

Anyone with ideas for or interest in renting space was invited to knock on the door of the Interim Executive Director. John Strongman stated that he resigned this past year as Treasurer because he had been excluded from the Board's discussions which had led to extraordinarily high legal expenses.

3. The motion to accept the Treasurer's report and the proposed 2019 budget was made, seconded, and approved unanimously by voice vote.

Beckner Fund Report

Craig Dylan Wyatt, Co-Chair Beckner Advancement Fund, reported that Jalisa Whitley had been hired as Program Officer and that the fund had actively invited proposals to be presented for consideration this past year.

The opening responsive reading, *We Must Be Saved*, was recited as the closing prayer led by Rev. Rob Hardies.

A motion to adjourn the Annual Meeting was made, seconded and passed unanimously by voice vote at 3:50 pm.

Respectfully submitted.

Fran Jackson, 2018 Board Secretary