Board of Trustees Minutes (FINAL)
July 24 2019

Trustees Present:
Tim Rhodes, President (12/2019)
Libbie Buchele, Vice President (12/2021)
Bob Jayes (12/2020)
Erika Landberg (12/2019)
Nadine Ramos (12/2021)
John Schuettinger, Vice-President (12/2020)
Esther Strongman (12/2020)
Rob Hardies, Ex Officio

Trustees Absent:
Tehani Collazo (12/2021)
Cheryl Gray (12/2019)

Officers Present:
Carrie Davidson, Secretary (12/2019)
Mike Hill, Moderator (12/2019)
Mark Regulinski (12/2019)

Staff Present
Traci Davis, Executive Director
Lisa Grayson, Controller

Congregants in Attendance:
Paula Cole-Jones

Chalice Lighting and Reading
Rob lit the chalice and did a reading for the Board and guests.

7-1 Approval of the Agenda
John S. moved to adopt the agenda. Approval of the May minutes was added to the consent agenda, and Tracy added the tenant license agreement. Secondered and approved.

7-2 Approval of Consent Agenda
The consent agenda, including the May and June Minutes and the Beckner Committee Internal Grants was approved.

7-3.1 Senior Minister Report
Rev. Hardies has been taking steps to address the shortage of women in the pulpit. He hopes to find someone to work 8 hours a week, the amount remaining in our clergy budget. Rev. Hardies is hoping to have someone onboard in August. In the meantime, he has been talking
with the worship associates about getting more women as worship associates to provide balance in the pulpit.

Rosemary McNatt would be in the pulpit the second Sunday of the church year. Sophia Bettencourt, the President of Starr King and one of three UUA co-presidents will be in the pulpit Earth Day 2020.

The church will host the Revolutionary Love conference April 24-26, 2020. It includes 3 days of progressive clergy together to do organizing. Rev. Rob expects 800-1000 people will attend. Conference leaders are including an action after worship on Sunday walking down 16th Street NW to the White House. Rev. Keithan is responsible for volunteer organizing. Busloads of people will need help getting to their home stays or hotels.

The Rev. Dr. Jacqui Lewis will be in the pulpit in advance of the conference to let ASC know what the conference is about. She co-founded the conference with the Rev. John Janka.

7-3.2 Executive Director Report
Looked at utility costs audit report for the church. The audit resulted in $6,000 in savings. The audit report was free — a certain percentage of the savings will go to them.

Pledge drive for new church fiscal year (started July 1) will be next year in late February and early March. In the Fall, need people to take their pledge from this year and extend it for another 6 months. There needs to be publicity surrounding this, wherein the Board and other leaders need to encourage congregates to extend their pledge and reminding people what inflation has been. Rob emphasized the need for overt communication about Extend Your Pledge, the change in the church’s fiscal year and in accounting.

Bob Jaye volunteered to stand before the congregation and ask for contributions to the Summer Pledge Drive. The board agreed to participate in this request and were asked to send Rob their availability.

Lease Agreement — Traci is in the process of negotiating a five-year lease agreement with the Mysa school, currently located on two campuses and looking to merge into one. School year starts August 1, 2019. There are 20 students. They’ll be renting the majority of the classrooms and all of the rooms on the top floor. The total value of the lease is $1 million or $17-$18K per month. The tenant broker receives 4 percent or about $70K in brokers’ fees, payable upfront. There is a 2 month rent abatement tacked on to the end of the lease. Traci asked the Board for its permission to sign off on the agreement. Mark Regulinski, treasurer, has been part of the process.

There is no problem with our values. It’s a lab school model — kind of like a Montessori school. It’s grades kindergarten through high school. Everyone is in the same space at the same time. Tuition is $20,000 per student.

The lease includes all of the classrooms on the lower floor, the Gym, 2 offices which are currently shard by Rob Keithan and James Ploeser as well as Rev. Braxton’s former office, plus the nursery and the 3 rooms on the top floor. The lease does not include the spirit room or the children’s chapel. The agreement contemplates shared use space. Traci has to approve any furniture that comes into the building. Mysa would like to replace the flooring in Eaton and
paint it, plus put up curtains at their expense. Rev. Eaton’s portrait remains and the artwork Silver Souls already purchased will be hung in Eaton. Because what Mysa is planning which matches pretty much what Silver Souls had planned, the Church can use the funds they’ve already raised for something else.

Esther moved (and it was seconded) to authorize Traci to enter into a 5-year lease with the Mysa School in the amount of $210K per year. The motion was approved: 6 Yes; 1 No.

The Board thanked Traci for her quick and hard work on the lease. Rob said it was a real pleasure to work with Traci this past month on bringing this contract home.

7.4 - Finance Committee
During the Finance Committee’s July meeting the Committee reviewed the June financial statements among several agenda items. Details of the meeting are described in the Finance Committee’s report to the Board. The Treasurer noted that the operating results have continued to trend largely the same as in previous months. The budgeted pledge amount ($1.3m) has not been realized. Through July, approximately $1.150m in pledges (commitments) were made by ASC Congregants. Historically the Church has collected approximately 90 percent of pledged amounts.

Expenses are largely tracking in accordance with the FY ’19 Budget, with two exceptions:
- Personnel costs related to retirement payments ($10K)
- The brokers’ fees ($70,000) related to the MYSA lease and the Development Consultant’s fees have both been incurred this fiscal year instead of spread over 2 years as anticipated in the FY ’19 Budget.

Prior to the Board's September meeting, the committee will work with the ED, Controller and outside accountant to project where the church will end up by the end of the year. The authors of the Socially Responsible Investing amendment to the bylaws, will present it at the next board meeting when Andrew Scott and Cheryl can be at the meeting.

Mark continues to explore the feasibility of replacing the First Virginia Community Bank mortgage reserve TCC funds with endowment funds so to make the TCC funds available for other uses. Traci has volunteered to explore what FVC’s community development investments comprise vis-a-vis alignment with ASC SRI policy.

We are going to need a couple of months to develop the budget.

7.5 General Discussion - Board and Congregational Feedback Session held Father’s Day
At the congregational feedback session, the board heard lots of concern about the fact that the ministerial search did not yield a full-time associate minister who is a woman and a person of color and the fact that all 3 new part-time ministers are men and one person of color.

The board discussed ways to address these concerns in the future. Ideas included:
• a letter addressing these concerns in addition to a direct response;
• a box in the Sunday Bulletin addressing the items for which a Board response is requested
• meet with the folks who have concerns when, if raised in a group setting, are divisive.

The discussion closed with Libbie expressing her desire that the Board send a letter to the congregation emphasizing the board’s ownership of the ministerial search and recognizing that Rob stepped in when the board was unable to find a full-time contract minister for the church year.

7.6 Board of Trustees Retreat
Items raised at the meeting for possible discussion at the board retreat:
• Performance monitoring of church progress meeting goals and objectives;
• A reporting structure for staff who report directly to the board, including exit interviews;
• How to identify congregational desires for a church response;
• Follow-up of people who joined the church after the capital campaign wrapped up to solicit new contributions;
• Someone to take the lead in asking the congregation to extend their pledge for the fall.
• Ask TT steps the Board can take to improve its communication with the congregation.

Libbie, Erika, and John volunteered to work on developing the retreat agenda.

Important Future dates:
9/23/2019 Board Meeting
10/19/2019 Large Church Stewardship Retreat
10/25-26/2019 Board Retreat

Motion to adjourn and seconded. Approved.

Respectfully submitted,

Carrie Davidson, Secretary
Board of Trustees meeting  
July 24, 2019  
Agenda

6:30p – Dinner/Social Hour/Fellowship  
7:00p-9:00p – Business Meeting

Chalice Lighting and Reading– 5 minutes  
Rob Hardies

Item 7-1 Approval of Agenda -5 minutes  
Tim Rhodes

Item 7-2 Approval of Consent Agenda- 5 minutes  
Tim Rhodes

1. Approval of June Minutes  
2. Becker Committee Internal Grants

Item 7-3 Senior Minister/ Executive Director Reports-35 minutes  
Rob H./Traci H.

1. Summer Fundraising Campaign

Item 7-4 Finance Report- 15 minutes  
Mark Rugulinski

----SONG BREAK----

Libbie Buchele

Item 7-5 Discussion Items-40 minutes  
Libbie Buchele

1. Feedback Received from Father’s Day Celebration

Item 7-6 BOT Fall Retreat– 20 minutes  
Libbie Buchele

Adjournment: Next Meeting September 25

“To build the Beloved Community, All Souls Church cultivates and celebrates...
...spiritual growth and transformation as we question, learn from others, and seek lives of meaning and reverence.
...a welcoming, diverse, and vibrant community where we love, respect, and care for one another.
...service and prophetic action to move the world toward justice, healing, and sustainability.”
Approval of June minutes

Board of Trustees Minutes (DRAFT)
June 12 2019

Trustees Present:
Tim Rhodes, President (12/2019)
Libbie Buchele, Vice President (12/2021)
Tehani Collazo (12/2021)
Cheryl Gray (12/2019)
Bob Jayes (12/2020)
Erika Landberg (12/2019)
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Officers Present:
Carrie Davidson, Secretary (12/2019)
Mike Hill, Moderator (12/2019)
Mark Regulinski (12/2019)

Staff Present
Traci Davis, Executive Director
Lisa Grayson, Controller

Guests
Kyla Bollens-Lund, All Souls Member, Chair of Trust and Reconciliation Workgroup of the Transformation Team
Meredith Higgins-Hargrave, All Souls Member
Jeff Wilklow, Campbell & Company
Leadership Development and Nominating Committee
Maya Herman
Derek Robinson
Jen Vanmeter

Chalice Lighting and Reading
Rob lit the chalice and did a reading for the Board and guests.

6-1 Approval of the Agenda
It was proposed that the development and fundraising portion of the Executive Director report come before item 6-3 and that any discussion about the new Beckner Committee members be moved from item 6-2 to 6-5, part 1 so that the other topic of related to the Beckner Committee (Beckner Restorative Circle) occur at the same time. John moved that the agenda be approved with these two changes. The motion was seconded and the vote was unanimously approved.

6-2 Approval of Consent Agenda
The consent agenda included:
1. Minutes of the May meeting of the Board pp 2-5 of attached Board Booklet;
2. ASC sponsorship of Kirk Freeman who is entering his second year of study at Wesley Theological Seminary as a Unitarian Universalist divinity student see pp 12-13 of attached Board Booklet; and
3. The deadline for preparing the ASC its agenda is December 8, 2019. John moved that the consent agenda be approved. The motion was seconded and the motion was unanimously approved.
Secretary's Note to the Board: The copy of the May meeting minutes in the Board Booklet was incomplete. Only 4 pages of the 6-page document were included. You will have to approve them at the July meeting.

6-3 Development and Fundraising

On May 22, 2019, the Executive Director engaged Campbell & Company (see p16 of attached Board Booklet) to assist the church with the formation and implementation of a development and fundraising plan. Jeff Wilklow, Campbell & Company’s (C&C) Vice President, introduced himself to the Board. C&C is out of Chicago, but has offices in San Francisco and Seattle. They don’t do a lot of religious groups, but we’ve seen more since the election of the current president.

He and his wife have been members of Accotink UU Church in Burke, VA for 24 years. He’s been president of its board and served in a variety of capacities there so he has long been familiar with All Souls. He is thrilled to be a part of this important effort. The first meeting between C&C and ASC staff occurred June 10, 2019. Jeff met with Traci, Rob, and Gary Penn, Communications Director to lay out C&C’s approach to plan development. Initially, C&C will perform a full review of all previous fundraising materials and conduct a “wealth screening” of the database. This will be followed by 18-20 interviews of church leaders and focus groups. C&C may also consider a congregational survey. The result will be a Three-Year Plan that hopefully gives the church its best return on investment.

• What is the “case” for increased giving?
• What are the messages we need to get out to folks?
• What will help us to prepare for the next campaign?

C&C looks at this long-term, i.e., how to take ASC to the next level? He believes that it’s important to never waste a good crisis. He believes that we all need to take lessons from what happened at All Souls and learn from them, especially now. C&C will present a full plan to the Board at its October meeting. It’s not possible to truncate the process so as to deliver a plan a month earlier. He expressed a willingness to attend the August Board meeting to answer whatever questions the Board has at that point.

Cheryl thanked Mr. Wilklow, appreciating the long-term perspective. She said that she would like to be one of the interviewees as she’d been treasurer for 4 years and that part of the church’s financing ought to be better use of the beautiful facility we now have, e.g., a 30/70 split between facility revenue and fundraising to finance the church operations.

Traci acknowledged making use of the building to generate revenue will definitely be part of the plan and asking C&C to look at the crisis from which we’re emerging and the work of the Transformation Team. Why not use the good work of that group as a case for giving to the future?

Libbie asked the board members and staff to stop referring to the church’s financial status as a crisis. “We’re not in immediate danger. It’s vital to talk about the future rather than, “Oh my God! Things are falling apart!” She said that this past weekend she’d attended a training for church trustees and all churches in the area are experiencing financial shortfalls. Trustees were asked to think about adjusting their scheme of thought to adapt to this. That’s why we need to focus on the messaging. Young people want to know what their money is for. Well, all the exciting things happen because we have lights, a building and minister. It’s not just a brochure, but it’s the message we take to the folks — peer to peer is really important.

6-3, continued Senior Minister and Executive Director Reports

6-4 Finance Report
See pp 17-19 of attached Board Booklet attached.

Mark presented the finance report. The budget for this year assumed a reboot of the Third Century Campaign (TCC) would generate the revenue needed to pay $100,000 in debt service. Because the TCC 2.0 has not occurred, the Finance Committee is considering shifting money from one asset class to another.

Mark said that the budget was built without a plan on how to meet its goals. Currently there is no plan on how to meet this obligation. It’s going to require negotiation with the bank. It’s a way to liberate $250K — you’d have to go to the general endowment. It has to sit with the bank. It’s going to be a lot of hard work between now and Dec 31. The revenues from the school tenant were largely used to expand programs — as we lost the tenant, we didn’t cut programs. That’s largely where our struggles reside.
Mike asked if there were current elements of the current budget that can be sidelined. Mark responded that all of the items on the expense side of the budget are sacred cows. No-one wants to cut religious education, music, or social justice. Nobody wants to defend the revenue side. Cheryl offered that the one thing the church could do is defer hiring a second minister.

Tehani asked Traci and Rob if part of the financial plan would address the culture shift that has to occur, i.e., if you attend the church, even if you don’t sing in the choir or send your kids to RE, we all have to help financially support the facility and staff that make it possible for us to gather on Sunday morning. Traci said yes.

Erika asked whether the “money people” are working together. Does the Finance Committee meet with the Treasurer? Traci responded that Mark, the Finance Committee, Lisa Grayson (comptroller) and Traci meet monthly on the financials before the data are submitted to the Board. The 2020 budget will be an all-hands on desk effort. (In 2019, program heads were not consulted in developing the budget.)

Libbie asked who bears responsibility for budget forecasting. The response was that this is the responsibility of the controller (Lisa), the Finance Committee, and the church’s (external) CPA.

Cheryl said that she’s really glad that the church has retained C&C. She noted that pledges have been flat since 2009 and when she saw the 2019 budget with a 30 percent increase in pledges, she was shocked. Indeed, pledges have continued to be flat, resulting in the large 2019 deficit. She hopes that C&C can help the church increases going forward. According to Cheryl, the church’s lay leadership is painfully in need of financial expertise. She and Mark are the only ones who currently have detailed knowledge and some historical perspective on the church’s finances, and one or both are likely to leave lay leadership next year. She felt that the capacity for financial oversight is significantly weaker than in the past and needs to be strengthened with the incoming board.

Song break
Libbie led everyone in the room in a round of a song with the words, “Come, come, whoever you are, wanderer, worshiper, lover of leaving. Ours is no caravan of despair. Come, come again come.

6-5 Beckner Committee Items
Rob and Tim met with the Beckner Committee in a Restorative Circle, facilitated by Kyla Bollens-Lund, to address strained relations between the board and the Beckner Committee. As part of continuing to restore relations with the Beckner Committee, part of today’s meeting includes getting Board members’ thoughts on whether the Board should submit funding requests to the Beckner Committee. Two recent requests for Beckner funding had the appearance of coming from the Board: one for updating the church’s web site and a second to pay for an ASL interpreter at Sunday service. Rob said that the BF felt thrown under the bus when a congregant, in an impromptu outburst during service, blamed the Beckner Committee for not funding the interpreter.

The Board approves the Beckner Committee’s recommendations for grants and some on the Beckner Committee have raised the potential, by virtue of this structure, for a conflict of interest and/or the potential for Beckner Committee members to feel undue pressure to approve requests that seem to come from the Board. Tim invited each board member to express their sentiments on whether the Board should submit funding requests to Beckner.

One group thought, given the purpose for which the fund was established, it was appropriate for the Board to solicit Beckner funds. According to the Deed of Gift, the “general purpose for which the fund” was established is to “support programs and activities which will: 1) enhance the influence of All Souls Church in the Washington metropolitan area; 2) Help to make the immediate community in which the Church is located a more cohesive, attractive, and forward looking community; 3) Draw people of all ages and backgrounds to All Souls Church; 4) foster human rights and dignity.

Libbie thought that one of the issues has to do with the lack of a process for determining when requests to benefit ASC should go to the Beckner Committee. While the requests don’t come from the board, the previous Interim Executive Director asked the Board for a letter to support redoing the web site, giving the impression that the request was coming from the Board. Also, the Board could have put ASL in its budget, but didn’t.

Libbie thought greater clarity about the Beckner Committee’s priorities and a process for considering proposals that would benefit the church would help.

Tim said that the board reviewed the Deed of Gift last year and concluded that the money is not for ongoing operating funds.
Erika wondered if the problem was the fact that there isn’t a staff person assigned to liaison with the Beckner Committee. Rob said that the Committee didn’t want a staff person, but pays for their own program officer. Yet, the program officer still reports to Rob Keithan rather than to Beckner. Yesterday, Rob, Rob Keithan and the program officer met to discuss the Committee’s priorities for next year. Jalisa has also been very responsive in developing policies. Rob Hardies thought that the Restorative Circle was a good reset in relations with the Board.

Nadine was good with the Board not requesting funds from the Beckner Committee.

Mike noted that this the strained relationship is a repeat of what happened in 1999. He felt that a solution would be that any request to the Beckner needed to have a church committee sponsor the request.

Cheryl said that the Beckner Committee used to fund internal requests. The Committee currently has a very progressive approach but most of their focus is external and oriented towards social justice. The Committee hasn’t given much weight to two of the four purposes of the Deed of Gift that support the programs and activities of the Church.

Tim asked Kayla if she thought that the Board discussion was responsive to the purpose of Restorative Circles. Kayla responded that her role is to hold the space so that the conversation continues. To be able to say that this conversation occurred, is important. She asked who is the person on the Board who would go back to the Beckner Committee and relate the discussion. Because they are a Board committee, there isn’t someone who is “assigned” to them. Tim volunteered to relate this back to them.

In light of the fact that the Board spent this time discussing its relations with one committee, Libbie wondered if the Board should send an email to the Board committees every month, to see if they have something to report? Traci agreed to send that out.

Libbie also thought the Board should recommend that members of the Beckner Committee do the INSIGHT Inventory® that the Board did in June.

Merging Committee on Right Relations (CRR) and Congregant Behavior Committee (CBC)

Nadine wanted to clarify something for the record. It was brought to her attention that someone thought the Board recently moved to merge the CRR and CBC. It wasn’t a motion, but a discussion that the liaison to the board for both committees would be the same person. Shirley Blakely, a member of both Committees, would assume that role. Nadine noted that the Board would not merge two committee without having a conversation.

Policy Governance Study Team

Erika reported that a PG Study Team has been established as moved by the Board last month. The team consists of four former board members (Barbara Corprew, Brenda Barbour, Chuck Woolridge, Tom Fox), two members from the Transformation Team’s Governance Work Group (Kathy Tortorici and Neil Manzullo). The team represents an incredible array of knowledge.

The team has met once, but will not meet again until September, at which point they will create a work timetable. They will be busy this summer reading eight to ten documents, including the All Souls Policy Governance Framework, Governance and Ministry by Dan Hotchkiss, David Pyle’s Draft for Discussion with Congregational Leadership (Jul 23, 2018) and the Transformation Team’s Governance Work Group Report(s). The group hopes for two outcomes: a sense that there are some short-term things we could be doing to be more true to our present Policy Governance framework document, and going forward, a longer assessment and recommendation for the future of All Souls church governance.

Bob added that in the short term, the Study Team might suggest edits to the Policy Governance Framework, eg. the addition of the 8th principle.

Suggestion for Fall Retreat

Libbie suggested that the Board have a fall retreat to kick-start the Board’s planning for next year. Nadine said that this should be voted on next month.

Leadership Development and Nominating Committee (LDNC)

Three members of the LDNC, Co-Chair Maya Herman, Derek Robinson, and Jen Van Meter, invited Board members to identify skills that will be needed on the Board next year. Chuck Woolridge, the other Co-Chair, was unable to attend the Board meeting. There
will be two new positions on the Board (Secretary, Treasurer), assuming that the modification to the by-laws passes at the annual meeting, plus three board members whose terms expire. Maya noted that there are job descriptions for Secretary and Treasurer in the by-laws, but wasn’t sure if the two would be expected to liaise with committees. Tim responded that they would be doing their jobs as before, but will be voting members. Nadine, thought, for example, that they would be expected to make phone calls requesting pledges like they did in February/March of this year. In practice, Tim said, they may have additional duties, but they wouldn’t be required by the by-laws.

Maya wondered about terms and term limits — would the terms be 3 years and would time served count toward the limit on two terms? There was no conclusion.

Maya said it would be helpful to have the text of the bylaws by August.

Board Members’ Thoughts on Skills Needed on the Board
Finance (mentioned 6 times)
Budgeting (5)
Fundraising (3)
Human Relations (3)
Comfort communicating in difficult situations (2)
Multicultural relations (1)
Legal (1)
Governance (1)
Congregational Communications (1)
Property Management (1)
Building Engineering (1)
Technical skills, e.g., computer software design (1)
Ability to articulate church goals and vision (1)
Views BOT’s role as a significant role in lay leadership, leading by example

Other types of representation Board members thought important
Young
Chief Financial Officer of a large non-profit
Strong managerial skills
Interested in engaging with the congregation
Diverse, not just in race, sexual orientation, or the others usually thought of, but income as well.
Has participated in Jubilee or would within the first year. (Rob added that there needs to be a way to deliver Jubilee over a 6-week period since many can’t devote an entire weekend. Tim had a problem with requiring it. He said that the training itself is not a panacea.

Maya asked board members about their current time commitments to Board activities: The consensus was 10-20 hours/week.

Email Address for Esther Strongman

Everyone should check their email addresses for Esther who has not been receiving board communications. It is sstrongman@aol.com.

Adjournment
The meeting adjourned.

Next Board Meeting
The next board meeting will be July 24, 2019 starting at 7:00 PM.

Respectfully submitted,

Carrie J. Davidson
Secretary
Beckner Committee Internal Grants

To: All Souls Church Board of Trustees
From: Jalisa Whitley, Beckner Advancement Fund Committee Program Officer
CC: Karen King and Alan Abramson, Beckner Advancement Fund Committee Co-Chairs
Date: June 24, 2019

OVERVIEW

At our June 20019 committee meeting, the Beckner Advancement Fund decided to award two additional external grant awards to Trans Women of Color Collective and Empower DC. Both of these organizations applied during our normal grant cycle, but the committee required additional time for deep dialogue and deliberation to reach a consensus decision on these applicants, which is why they are being recommended separately from the other external grant awards. Both organizations exemplify our commitment to investing in promising, yet under-resourced organizations that are implementing new and innovative solutions to entrenched social problems.

Both Trans Women of Color Collective and Empower DC are located in Ward 1, in accordance with the wishes of Earl and Meta Beckner to prioritize organizations that are in the immediate community of All Souls Church. They are great examples of our commitment to supporting organizations that are led by those most impacted by overlapping forms of oppression, as both organizations are led by women of color, and build the power of low-income individuals, women, youth, queer, trans, and gender non-conforming people, and people with disabilities. Based on those criteria, we are proud to recommend the following two external grants for Board approval.

EXTERNAL GRANTS

$10,000 to Trans Women of Color Collective

Trans Women of Color Collective uplift the narratives, lived experiences and leadership of trans and gender non-conforming people of color while building towards the collective liberation of all oppressed people. Beckner will support TWOCC’s Black Trans Health Initiative (BTHI) which creates and curates spaces for communities to engage in healing strategies, advancing equity and justice in queer, trans, and gender non-conforming communities in DC. General operating funds will support a Safe House in Ward 1, daily cooked meals for community members, transportation to community meetings and events, stipends to fund the work of TWOCC’s organizers, meeting space, and information technology to support their leadership team of trans women of color.

$5,000 to Empower DC

Empower DC enhances, improves and promotes the self-advocacy of low and moderate income DC residents and builds their collective power in order to bring about sustained improvements in quality of life. Beckner funds will support Empower DC’s citywide Public Housing Campaign, which builds the confident self-advocacy and organized political power of DC’s public housing residents, supporting their strategic engagement in the systems of decision making in order to secure budget and policy change to improve conditions, secure the future of public housing, and prevent the displacement of public housing residents.
Dear Trustees and Officers,

It has been a busy six weeks since our last meeting. During this time, All Souls has said farewell to Rev. Parker and Braxton with a lovely reception, co-hosted with NPR a well-attended event (over 400) honoring the life and legacy of James Reeb, which included the formal dedication of the James Reeb Memorial Lobby, hosted a Jubilee Antiracism training and piloted a Jubilee Kids training, and responded to increased anxiety in the immigrant community with weekly Sunday canvassing to share “Know Your Rights” information with our neighbors.

In addition to these, here are some other efforts I’ve been focusing my attention on:

**Fostering Transformation and Reconciliation**

I worked with the Transformation Team’s Trust and Reconciliation Working Group to plan and lead a successful Transformation Sunday service on June 19th on the subject of reconciliation. In the midst of planning for that service, I also participated in a reconciliation circle sponsored by the Transformation Team. I will be working with the Transformation Team to build a schedule of Transformation Sundays this fall. More reconciliation circles are also anticipated.

**Building Financial Health**

Traci and I have spent a considerable amount of time this past month addressing the church’s financial health. I have supported Traci in our search for an anchor tenant, meeting with prospective tenants and helping lead building tours. I’ll let Traci update you on our considerable progress in this regard. I’ve also helped lead the launch of our **Summer Challenge**. I want to thank all the trustees and officers who helped create a challenge fund of over $40,000 to increase summer giving. Traci and I really appreciate your leadership in this important endeavor. In addition to these two specific efforts, Traci and I have had follow up meetings with our fundraising consultants to move that process forward.

**Hosting 2020 Revolutionary Love Conference**

Traci and I hosted a day-long meeting (along with subsequent follow-ups) with Jacqui Lewis and John Janka of Middle Collegiate Church to plan for All Souls to host their 2020 Revolutionary Love Conference. This will be a major gathering for religious progressive organizing in an important election year. Confirmed speakers include Rev. William Barber and Van Jones, among others. We anticipate a formal announcement soon about All Souls role in the 2020 conference.

**Building Next Year’s Ministry Team**

I announced next year’s ministry team in a letter to the congregation in June. I’d like to discuss with the board some of the responses to that letter at our upcoming meeting. I anticipated folks’ biggest concern: that the team lacks the presence and experience of a woman clergyperson. To address this absence, I am reaching
out to women clergy who might be able to serve the church in an 8-hour/week “chaplain” position, providing pastoral care from a woman’s perspective. I have also discussed with Paula Cole Jones hosting a guest preacher series that would bring African American women clergy to our pulpit in the upcoming church year. I’ve already confirmed three speakers in this series, including the Rev. Rosemary Bray McNatt, the president of Starr King School for the Ministry, who will preach on September 15. Finally, I am working with our Worship Associates program to insure that women and woman of color are adequately represented in the pulpit as worship associates this year. I am open to your continued feedback and suggestions about how to further round out next year’s ministry team.

In the meantime, Tony Coleman made his first appearance in the All Souls pulpit as liturgist on Sunday July 14. He’ll return to the pulpit a couple of more times in late July/early August before officially beginning his 24 hour/week ministry of congregational care on August 25. Rev. Rob Keithan officially shifts from 20 to 30 hours/week on August 1st. That is also the day that Norman Allen begins his 10-hour/week ministry of adult spiritual development.

**Providing Pastoral Care**

With Revs Parker and Braxton’s departure, I have been serving as the primary pastoral caregiver for much of the last month. In addition, I’ve officiated two member weddings and a memorial service for Sybil Christian. Sterling Lloyd’s memorial service will take place on Saturday August 10 at 10 am.

**Evaluating Staff**

I held exit interviews last month with both Rev. Parker and Rev. Braxton. By this month’s board meeting, I will have completed the evaluations of two out of three of my other direct reports. These evaluations include opportunities for congregational input, employee self-evaluation, and goal-setting for next year. I will complete the final evaluation no later than next week.

**Planning Next Year’s Worship**

Believe it or not, the worship team is already busy planning worship for the upcoming church year. I’ve spent time this month developing my fall sermons. Fall sermon titles are due this week in anticipation of our August 6 worship planning meeting.

**Time Away**

Please be aware that I will be away from the church on vacation for two weeks, from Monday August 12 through Sunday August 25, returning on Monday August 26.
Executive Director Report

July 24, 2019
Executive Director Report for the Board of Trustee Meeting

Finance Update:

Utility Audit

Honeydew Energy Advisors have completed the audit of the utilities for the church. Auditors reviewed ASC accounts with Direct Energy, DC Water, Pepco and Washington Gas. The findings re as follows:

- The church is eligible for an 82.6% credit on $6,292.80 in storm water charges between Oct. 2018-Sept. 2019. Under the city’s Clean Rivers Impervious Area Charge (CRIAC) All Souls is eligible to recoup $2,599.00. There may be additional credits if the CRIAC program is extended beyond September 2019. The ED will submit application for the current credit.
- LED Lighting Assessment – The church replaced a majority of the lights with LED lights when the building was renovated in 2014-2015. There are additional savings to be gained if LED lights are installed in the sanctuary, Pierce Hall, the gym and in Longfellow.
- The energy contract with Direct Energy expires in January 2020. ASC’s current annual electric bill with Direct energy is $39,308.37. Auditors recommend a switch to 100% renewable energy with Liberty. I have consulted with the finance committee and will exercise the 12 month option at this time.

<table>
<thead>
<tr>
<th>100% Renewable Energy with Liberty</th>
<th>Total Est. Electricity Cost 2020</th>
<th>Savings Year 1</th>
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</thead>
<tbody>
<tr>
<td>12 Month</td>
<td>$0.06780</td>
<td>$5,467.69</td>
</tr>
<tr>
<td>24 Month</td>
<td>$0.06921</td>
<td>$4,763.93</td>
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<tr>
<td>36 Month</td>
<td>$0.07016</td>
<td>$4,289.76</td>
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Financial Review

The financial review is ongoing and is proceeding on schedule.

Development and Fundraising:

Campbell and Company has begun the process of conducting interviews with members of the congregation to gain an understanding of the church’s culture around giving. The team is also engaged with ASC congregational data to provide and analysis on wealth screening and donation capacity.

ASC has launched its Summer Challenge. Our thanks to the board and church leadership for their generosity and contributing a $40,000 challenge to the congregation to match the amount to cover summer operational costs. As part of the ongoing commitment of the ED and Senior Minister to help in fundraising efforts, the ED announced the challenge from the pulpit on July 14, 2019. To date, $4,032.00 has been donated by the congregation toward the challenge.