All Souls Church Unitarian Board of Trustees Minutes
November 20, 2019

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

Officers Present
Carrie Davidson, Secretary
Mark Regulinski, Treasurer

Guests
MJ Crom
Neil Manzullo
Kathy Torttorici
Joe Feuer
John Strongman
Jeanne Kowalski
Maya Herman, Co-Chair, Leadership Development and Nominating Committee

11-1 Approval of Agenda
Recommendations from the Beckner Committee for two grant awards were moved to the consent agenda and item 11-7, Investment policy, was moved to the consent agenda without objections; and a memo recommending interim fundraising actions was removed from the consent agenda in light of forthcoming development plan.

Libbie moved to approve the agenda. The motion was seconded and approved.

11-2 Approval of Consent Agenda
Two changes were made to the October minutes in the wording of the proposed bylaws (in Article VIII, Sections 2 and 3). The phrase, “The [Secretary (Sec 2)/Treasurer (Sec 3)] SHALL BE AN ADDITIONAL MEMBER OF THE BOARD OF TRUSTEES AND responsible for .....” was changed to “The [Secretary (Sec 2)/Treasurer (Sec 3)] Shall, NOTWITHSTANDING ANY OTHER PROVISION OF THESE BYLAWS BE A MEMBER OF THE BOARD OF TRUSTEES AND be responsible for....”
It was moved to adopt the October minutes, as amended, as well as the investment policy. The motion was seconded and approved.

11-3 Budget Discussion
Mark presented the revisions to the budget as the result of the previous Board working session to discuss the budget (see comments column). The bottom line was that the budget would end up an estimated $30,000 in the red after adding a Shively building grant of $12,000 (not shown on the attached budget). Religious education, social justice and music all took hits. Libbie moved that $1000 be added to the budget for babysitting and nursery care. The motion was seconded and approved.

Two members raised concerns about whether Campbell & Co. was going to be able to successfully implement a robust fundraising plan.

Concerns were raised about the timeliness of the church’s financial statements. Mark assured the board that Doug Whitesall would soon catch up to where the church’s previous accountant was in terms of delivering financial statements in a reasonable amount of time. Mark and others expressed gratitude that Valerie was back.

Erika moved to present the line item budget to the congregation at the annual meeting. The motion was seconded and approved.

A motion to approve the budget was made. The motion was seconded and approved.

The board agreed that two board members would speak on Dec. 8 to remind folks to pledge for the 6-month 2020 fiscal year. As of Monday, 2020 pledges totaled $360,000.

11-4 Senior Minister/ED Report (see attached)

11-5 Annual Meeting
Assignments for which board members would present on which topics at the annual meeting were made.

The discussion about whether the TT would present its final report to the congregation at the annual meeting came down to a decision that it was premature since the board had not had a chance to digest the final report. The board expressed regret at not having engaged in deep conversations with the TT, a desire to commit to a time frame for doing so, and gratitude for all of the TT’s time and effort at producing the final report. Nadine and Libbie will coordinate with Paula and Pam re the status of TT Report. The board would present its response to some of the TT’s recommendations at the annual meeting.

Nadine moved to approve the Agenda for the annual meeting, notwithstanding the content of Board’s reports. The motion was seconded and approved.

11-6 Motion re Ministerial Structure for 2020 (see attached)
Bob moved that the motion for ministerial staffing for the 2020-2021 year be adopted. The motion was seconded and approved. There will be a page for the ministerial search put on the church’s member-only website.
11-7 Committee Items
Discussion on the A. Powell Davies committee was postponed until the next Board meeting.

Nadine moved to adjourn the meeting. It was seconded and approved.

Respectfully submitted,

Carrie Davidson
Secretary
Ministerial Transition

Well, friends, a lot has happened since our last board meeting, when I shared with you that I am stepping away from my position as senior minister in June 2020. Much of this last month has been spent helping plan for and minister to people during the transition:

- Scheduled UUA staff to be present with board at its last meeting and retreat to communicate about UUA timelines and protocols regarding ministerial transition.
- Sent a letter to the entire congregation announcing my departure.
- Preached to the congregation on October 27 about my decision to leave.
- Have spoken with many who have reached out to me about since my announcement.
- Have had email correspondence with many congregants who reached out after my announcement.
- Consulted with staff and with board leadership about upcoming steps in the ministerial transition.
- Had initial conversation with my Committee on Ministry about what a “good” good-bye could look like for me and for the church.

Transformation Team

Traci and I have communicated with Paula Cole Jones and Pam Sparr about the staff’s desire and need to improve our communication with the Transformation Team. The staff as a whole will meet with the TT leadership on Wednesday, November 20, and we’ll plan for more periodic communications. We have informed Nadine and Libbie, the Board liaisons to the Transformation Team, about our efforts. The December 8 Transformation Sunday has been postponed.

Stewardship

Friends, I believe the board and staff’s shared leadership of the Bridge to the Future Campaign is bearing fruit. I have been writing weekly email solicitations for the campaign and coordinating with Gary about when and to whom to send those solicitations. I have also coordinated with Board members making Bridge solicitations from the pulpit on Sundays. Gary has implemented several of the Board’s suggestions for the campaign, including printing names of pledgers in the bulletin and updating the campaign “thermometer.” (Thanks, Mark, for the thermometer!) Thanks to these efforts, we’ve now raised over $360,000. As we head into the holidays we must shift our focus to collecting the remainder of people’s
pledges for this year, as well as making special year-end/holiday appeals. December is traditionally the strongest month for giving at the church.

**Japanese Visit**

I want to say a big “thank you” to members of our Heiwa Peace Ministry who hosted a delegation of 34 Japanese Buddhists earlier this month, as part of our ongoing peace-building a relationship with the people of Japan. I played an active role that weekend: welcoming our visitors on Saturday, coordinating their participation in Sunday worship, participating in the afternoon peace program, and dining with RKK leaders on Sunday night.

**Pastoral Care and Rites of Passage**

Tony Coleman and our pastoral care guiding team are leading a re-imagining of our ministry of congregational care, and held information sessions last Sunday for people interested in participating in this newly energized ministry. In the meantime, I continue to maintain a steady load of spiritual guidance, rites of passage and pastoral care.

**Revolutionary Love**

Our efforts to host a mobilization of religious progressives next April took a big step forward last weekend when we hosted the Rev. Jacqui Lewis in our pulpit for a dynamic Sunday service. Congregants left church Sunday energized and excited for the April conference. On Monday, All Souls hosted a breakfast for Jacqui and over thirty local clergy and activists, to encourage other local involvement in the conference. Later, the entire All Souls staff met with Jacqui and her husband John to begin planning conference details. The Middle Collegiate staff will be traveling to DC in January for a day-long meeting with our staff to further advance our planning for the conference. The church has applied for grant funding from the Beckner Committee and the Unitarian Universalist Funding Panel to support the conference.
Executive Director Report

November 20, 2019
Meeting of the Board of Trustees

Budget Hearing

On November 3, 2019, Treasurer Mark Regulinski and I presented the 2020 budget during the annual budget hearing. There were approximately 20 people in attendance to hear the finance committee’s recommendations for a balanced budget. Overall, the group was appreciative of the transparency of the budget, and had several questions about operations impacting the budget, such as the Mysa School, the fundraising and development plan put forward by Campbell and Company and the church’s payment of denominational support to the UUA. If approved by the Board, the budget will have an approximate $45,000 deficit for January-June 2020.

Bridge to the Future Campaign

Pledges to the Bridge to the Future campaign for the January-June 2020 continue to increase. As of November 18, 2019, the total pledged was $361,000.

The Mysa School

The Mysa School is in process of obtaining a permanent certificate of occupancy. The school has been operating on a temporary certificate of occupancy as we were informed in August that a special exception was needed to zone the church for a private school. As required by DC Government, we have received neighborhood and community partner letters of support for the school to operate at All Souls. The Office of Planning and the DC Department of Transportation have issued reports and submitted approvals to the Board of Zoning. Additionally, the Advisory Neighborhood Commission has voted to approve the school’s application to the Board of Zoning for the special exception. The final step will be a hearing before the Board of Zoning on November 20, 2019.

Website

Phase two of website development is underway to build a members-only portion of the All Souls site. This portion of the website will include items such as board meeting minutes, budget information, annual meeting materials, etc. The site will also contain a landing page dedicated to the interim minister and called minister search process. The landing page dedicated to the search will be live on December 8, 2019 in time for the Annual Meeting.
For Discussion at 11/20/19 board meeting-

Board intention for ministerial staffing 2020-2021 church:

1) Engage in the established UUA process for interviewing and hiring an interim or developmental minister that will serve for 2 years, with a focus on recruiting:
   a. A minister with the capacity and experience to work successfully with a multi-ethnic congregation.
   b. A minister that is supportive of the transformational work on-going in our congregation, including working as a co-equal with the Executive Director.
   c. A minister who will recognize the transformational work that the church has already undergone, and assist us in moving forwards on a new ministerial reporting structure

2) The board shall work with the UUA to evaluate whether it is searching for a developmental or interim minister

3) The interim or developmental minister will report to of the Board of Trustees

4) Seek to extend the contract of at least one of the current part-time contract ministers. Contract would be extended for two years, and the number of hours worked per week would be increased. The contract minister(s) will report to the interim or developmental minister.

5) We will not engage in a search for an additional contract minister for the 2020-2021 church year.

Notes:

- Developmental minister vs. interim minister - could bring a new perspective; could derail our current work.
- Interim minister comes in to shake things up & change structures & weed out power structures (cleaning house). Developmental ministers comes in to help build the house; not clean the house.
- Someone who can come in, be flexible, learn what the congregation is like & help them achieve their goals.