

Minutes of Meeting of Board of Trustees of
Westside Unitarian Universalist Congregation

November 14, 2012

The meeting was held in the Administrative Office of the Congregation's church building at 7141 California Avenue SW, Seattle, Washington, and was called to order by President Jill Fleming at 7:10 p.m. with chalice lighting words from Peter Morales. Karin Cumming provided wrap sandwiches from Trader Joe's, lemonade and cookies.

Present were President Jill Fleming, Vice President Candace Sullivan, Secretary Karin Cumming, Treasurer Matt Aspin, Trustees Eric Winiacki and Joe Rettenmaier and Rev. Peg Morgan. Trustee Laura Matson was absent. Also present was Natalie Briscoe, Director of Religious Education.

Jill noted that proposed minutes of the October 10, 2012 board meeting had been distributed to the members of the Board for review. Upon motion duly made and seconded, the minutes were approved unanimously.

Treasurer's Report

Peg provided copies of the report that Matt had distributed by email. Jill noted that we should be at 42% as of the end of October. Income and expenses were reviewed, which appeared to be in the appropriate range for this time of year. The Treasurer's Report was accepted.

Religious Exploration Report

Natalie distributed a copy of the RE Report, which is attached to these minutes. Jill asked about the Boston trip, which had to be postponed, and Natalie said that she hopes that will be added back as part of the visioning workshop described in her report.

Committee Reports

It was noted that Karin had distributed reports received from Team AV, Covenant Groups, Annual Auction and Congregational Concerns Team. In addition, Karin handed out reports that she had received this date from Common Quest and the Sunday Service Committee. With respect to the Common Quest report, Joe said he would be interested to see the numbers of people attending the various activities and Jill asked Karin to talk with Theresa about it. Jill said she would also like to know the number of teachers and classes. Jill reported that Alan Mendel stepped down as Greeters chair and found his own replacement. Upon motion duly made and seconded, Jeff Richardson was unanimously confirmed as Greeters chair. Jill reported that Laura Pierce was in line to serve as pledge chair and we are lucky to have someone with her professional background. Also, she reported that Viveca Monahan is coordinating volunteers for a New Year's Eve party.

Capital Needs Assessment Update

Jill reported that the Building group (Jill, Joe, Mike Armstrong, Mike Cox and Cliff Houlihan) had met

the night before and reviewed the Capital Needs Assessment, which predicts the life of improvements and the cost and estimated time for replacement over a twenty-year period. The group identified three or four items that are fairly urgent and will be getting further information regarding those items.

Operation Marriage Equality

Candace said that she and Peg are looking at resources, pricing and marketing. She said there is a group (Cynthia Townsend, Jeannette Jacobson, Alice Britt and Joanne Cook) doing different things and it remains to be seen who will take the lead and manage the effort. They will be meeting this Sunday after the service.

UUA President Nomination

Jill reported that the "Morales for President" campaign requested that our Board nominate Peter Morales for UUA President. She said it takes 25 congregations for a nomination. Upon motion duly made and seconded, and after discussion, the nomination of Peter Morales for UUA President was unanimously approved.

Strategic Plan

Jill noted that Karin had distributed notes of the feedback sessions on November 4 and 7, and we had received additional comments in the last few days from Roseanne Lorenzana and Carolyn Matthews. Natalie handed out her recommendations, the first of which involved our mission and vision statements. Peg suggested we change our Mission statement to "feeding your spirit, expanding your mind and working for justice," move the existing Mission statement to "Vision Statement" and change the existing Vision Statement to "Intention." Jill suggested we replace the existing Identity Statement in its entirety with the existing Mission statement. With respect to Natalie's recommendation regarding measurable goals, it was agreed that we should set up our own measurements for board evaluation and eliminate the Outcomes schedule in the plan. Peg suggested we add a comment to Executive Summary that we are not trying to cover all areas of church activity but addressing those areas that arose as areas of emphasis in the strategic planning process. After discussion, it was agreed to delete the reiteration of the objectives, abbreviated or otherwise, from the Executive Summary. Candace will make Natalie's suggested additions to Goal II. Jill said she would add objectives regarding seniors and persons with a disability to Goal I. With respect to Goal IV, it was agreed to change "Building Enhancement Committee" to "Building Committee" to more accurately reflect that goal's broad objectives. It was agreed to move the local community objective from Goal II to Goal I and substitute Natalie's objectives in Goal I. It was noted that with the elimination of the Outcomes schedule, the first paragraph under "Outcomes" will need to be revised.

Thank You Notes

Thank you notes were written and signed for Alan Mendel for his service as Greeters chair, for Peggy Abby to recognize her work coordinating the reception for Mel Warn's memorial, and the members of the Strategic Planning Committee for their work in getting us to where we are in that process.

Adjournment

The meeting adjourned at 10:00 p.m.

Minutes recorded by Karin Cumming, Secretary

Religious Exploration Report
November 2012

From the DRE:

October's main focus was on Youth Program Planning. I participated in many meetings and planning sessions to clarify the trajectory and next steps for Westside's youth program. It became clear over the last month that there is a lot of excitement around the development of Youth Programming, but it also became clear that there were a lot of different people working in a lot of different directions without much coordination. Leadership is needed in order to make sure everyone who has enthusiasm and passion about our youth are working together rather than spreading that energy around and causing it to become too thin.

My first steps were to meet with the REC and the youth leaders in the congregation. I wanted to first express gratitude for everything they had done to make youth programming an already valuable part of the congregation. Next, I wanted to listen to what they wanted and needed from a youth program.

Out of these conversations came two ideas. First, we will call on Jennica Davis, our District Consultant for Youth Ministry, to do a visioning workshop with us. She will lead us in a workshop to dream of the perfect youth program for Westside, including assigning a time line and leaders of projects to get us started. Youth, Parents, Youth Leaders, the REC, and anyone interested in Youth Programming can attend this workshop.

Second, in preparation for my meeting with Jennica where I told her what we wanted from the workshop, I spent some time getting clear on my own ideas about where I would like to take the program as the Director. The details of that plan are beyond the scope of this report, but I am happy to discuss it further if anyone would like to see it. We talked about this plan with the REC, and they agreed that the trajectory was on-track. I very much anticipate that many of the details will change, but I wanted to get a general idea down on paper so that the energy around youth programming wouldn't turn into anxiety.

I also spent some time with the Strategic Plan this month, and I hope I can be helpful in this arena as well. As a Regional Consultant, I was often called to help with the writing of strategic plans, so I was able to give some feedback through my consultant's eyes which I hope was beneficial.

I chose not to attend the conference in Virginia at the end of October, and I believe that was the right choice. Even though it was difficult to see all of the pictures from the conference, I believe I was more needed here.

I wish I had known more about Chalice Palace before it had happened. After speaking with Linda, I really hope to promote that event next time. I have a large store-house of things we can do with children at an event such as that from my days as a camp director in the Southwest. I would love to see more participation by children and youth.

Looking forward, we can expect to see a drop in attendance as we approach the holidays. I will spend a lot of the upcoming two months preparing the curriculum and the programming details for January as well as participating in holiday services.

Last Month's Wrap Up: October

1. **Youth Program Planning.** Many people spent a lot of time planing Youth Programming last month. I believe our new plan provides both a way to harness the growing excitement and time for the planning of more intricate details of the program.
2. **Youth Parent Meetings.** We had one round of parent meetings with the families that contain youth which were very successful. I am hoping to know and be known to these families even more as the year goes on.
3. **Safety Policy.** The REC has finalized its recommendations for the Safety Policy and has sent those recommendations to Will Giamarese and the Safety Committee for review. The board will receive the combined recommendations at the next meeting.
4. **Registration.** As of November 1, we have 22 out of 106 children registered – not even one per cent. We are currently working on getting more children registered so we can have their safety information on file.

Looking Forward: November

1. **High School Youth Programming.** The “My Name is Earl” class will begin on November 4 and meet the first and third Sundays of each month for the months of November and December. This program is a pilot, and we will re-assess after December if we would like to continue based on attendance.
2. **Ongoing Training for RE Volunteers.** Natalie will continue the weekly emails and the monthly calls and meetings in November.
3. **Peg's UU History Class:** All Religious Exploration staff (both paid and volunteer) are being encouraged to attend Peg's UU History class to deepen their knowledge of Unitarian Universalism.

RE SNAPSHOT

<u>DATE</u>	<u>TOTAL NUMBER of CHILDREN PRESENT</u>	<u>PERCENTAGE</u>
10/7	45	43%
10/14	47	44%
10/21	41	39%
10/28	33	31%

<u>Month</u>	<u>Average Number of Children in Attendance</u>	<u>Average Percentage</u>
September	42	40%
October	41	40%

We are holding steady right around 40% attendance, which indicates that we have actually gone up in attendance from last month. If you factor in the low numbers we had around Halloween weekend, which is to be expected, and we still come up with approximately the same average percentage, I consider that a very good report.