

**Church of the Larger Fellowship  
Board of Directors Teleconference  
February 7, 2008**

**MINUTES**

Present: Denny Davidoff, Frank Well, Brad Bradburd, Ahbi Janamanchi, Maureen Killoran, Laura Jones, Mark Gibbons, Lynda Bluestein, Lucia Santini Field, Fred Wooden, John Crestwell

Staff: Jane Rzepka, Lorraine Dennis, Dan Kane, Lisa Kielt

Unable to be present: Lois Reborne

Note from Denny: The Nominating Committee Report agenda item is tabled until the March meeting.

1. Check ins
2. Senior Minister's Report – Jane

Jane reported that our online resources had generated better than expected revenue for 2007. Revenues from Church on Loan (\$25,000), uu&me! (\$2,000), RE programs (\$5,000), and Prison Ministry Pen Pals (\$2,000) helped us to collect more revenue than expected last year. As a matter of fact, the office received a \$1,200 donation from a prisoner just this week.

Dan Kane told the board about CLF member, Simon, from Nairobi Kenya who has been communicating with Dan about the terrible conditions there since the elections held in December. It is heart-breaking to hear his tales of violence, good to know that we can provide some pastoral care for Simon via email.

We will not have a ministerial intern next year since Jane will be on sabbatical for the first part of the year. She will be on sabbatical for two months in the summer, then back for six weeks for the board meeting in October, then out again until January 15, 2009. We have recruited a volunteer who begins serving on the Quest editorial team this month and we will need to hire a minister to assist with pastoral care a few hours per week. We will also have a volunteer to serve on the uu&me! editorial team.

We received a \$3,000 grant from the UU Women's Federation this month. We are waiting to hear from the LREDA grants panel (\$2,450) on another grant to update our Between Sundays website. We also received \$10,000 from the UU Funding Program for an online New UU class that we could sell to congregations and a \$5,000 grant from UUFM for the prison ministry.

### **3. Church of the Younger Fellowship (CYF) Report – Laura Jones**

Laura reported that the CYF has launched a redesigned website. They are promoting the new design with their members. The CYF has an additional 100 members in the last couple of months and continues to grow. The CYF Steering Committee has co-facilitators now to spread out the work load. They are setting up several task forces to manage programming. The Steering Committee is committed to working collaboratively with the CLF. The CYF is recruiting a Stewardship Chair to get their fundraising going for 2008.

Frank asked if the CYF would include the following things in their report for the March board meeting: How is traffic/usage on the new site? How many times are individual members signing on to the website? **Laura will pass the questions on to the CYF Steering Committee.**

**Frank offered again to assist the CYF Steering Committee with their fundraising. He and Lisa are available to meet** with the Steering Committee to create a plan for the year. Nadya Hand has offered to take the Stewardship job for CYF. Frank knows her and will assist her with that work.

### **4. Finance Report**

#### **Year end results – Brad**

Brad thanked Lorraine, Jane and Lucia for an all-day meeting on Feb 3<sup>rd</sup>. He has asked the staff to create an annotated chart of accounts and to rework the account names for better understanding.

The 2007 operating year ended with a \$14,000 amount of expenses over revenue, which is about \$15,000 better than the budget planned for. The results were remarkable because of favorable results in nearly all revenue areas. For example, \$12,000 over budget in special fundraising, \$4,700 over

in Church on Loan revenue, \$1,000 over in Order of Service sales, \$1,000 over in Jewelry revenue. We did not need to take any funds from investments to fund the contingency line.

Brad would like to see in the future a real contingency built into the budget to account for unplanned expenses. He is concerned that the accounting system is a hybrid and would like to see us adopt either a cash or accrual system. **The staff will mark all accrual items on the detailed financial reports this year.**

Brad is hopeful that the staff will prepare a balance sheet and that the frequency of reporting will increase. We may also want to have a discussion of the minister's expenses at the March meeting.

**Brad asked the staff to add the actual results for 2007 to the 2008 budget sheet.**

**Brad asked Lucia to send the planned transfer from investments calculation to him.**

### **Fundraising Report – Frank and Lisa**

Lisa reported that the year end canvass results were \$302,000 overall versus a budget of \$282,000. She wrote off about \$19,000 in pledges for 2007, which was disappointing, but we wrote off \$17,000 in pledges in 2006, so this is not a new pattern. The 2008 goal for fundraising is \$336,000. Lucia, Mark, and Frank commented on the excellent, strong results in fundraising for 2007.

The Fundraising committee is working on the Annual Giving Initiative, which is a letter to the membership from Denny asking for 2008 pledges. When Lisa sent the email follow-up there were 21 hits on the donation page of the website within 5 hours – there were even some recurring donations set up. We have about \$22,000 in hand for 2008 and there is \$38,000 pledged so far.

Jane visited the Armbrusters in Florida a couple of weeks ago. They are our greatest givers, ever, and raised their 2008 pledge by \$1,200.

### **Investments – Lucia**

We do not have the UUA GIF reporting for the year end, but we were able to get an estimate from the UUA. The estimated results for 2007 are an increase of 8.5 %. The market is volatile and this result is reasonable given the environment. It was difficult getting the investments funds where we wanted them in 2007, but we have opened an account with Vanguard and have chosen the Social index fund. We also plan to move the present Citizens Money Market account funds to a new MM account at Vanguard.

## **5. General Assembly – Lorraine**

We have met all the GA deadlines and will hear soon about exactly which program slot we will have for our worship service. We plan to have pledge cards at the worship service as we did last year. We collected more than \$2,000 in pledges and donations at the 2007 worship. We will invite people to come to GA several times in Quest and encourage everyone we can to support this GA. We could plan a get-together at GA for our most generous donors and previous board members. Perhaps the Fundraising Committee will plan something like this in the future.

## **6. March Board meeting – Frank**

The Fundraising Committee will meet at 2:30PM (not 2:00 PM as previously planned) on Thursday, March 27<sup>th</sup> and the board will meet at 5:30PM on Thursday for dinner, then work that evening and convene at 8:30AM on Friday and end the meeting at 3:00 PM on Friday, March 28<sup>th</sup>.

**Lorraine will send an email about the March meeting with committee meeting times for planning.**

**The meeting was adjourned at 3:29PM.**