

Church of the Larger Fellowship
Board Meeting
March 29, 30, 2007

MINUTES

Board Members Present: Denny Davidoff, Frank Wells, John Lees, John Crestwell, Lucia Santini Field, Alicia McNary Forsey, Maureen Killoran, Lynda Bluestein, Lois Reborne, Abhi Janamanchi ,Prospective Board Members: Laura Jones, Arnold Bradburd, Staff: Jane Rzepka, Lorraine Dennis, Kelly Weisman Asprooth-Jackson, Barb Greve

1. Check-in – Your favorite part of the CLF Website.

2. February 2007 Minutes – Denny Davidoff

Motion: To approve the February Minutes. (Killoran/Bluestein) Passed unanimously.

3. Senior Minister's report – Jane Rzepka

Jane shared several members' letters and reported that the CLF has received another grant from the UU Funding Program for an advertising campaign on Google Adwords.

4. Executive Director's report – Lorraine Dennis

Lorraine reminded the board that Donna Dudley, long-time CLF Fiscal Administrator will be leaving the CLF on April 6 for a new position at the UU Service Committee. She will be greatly missed, though this is a wonderful opportunity for growth for Donna and the whole staff wishes her well.

Lorraine invited questions about the written staff reports which were sent in the electronic packet. Board members commented that the reports were interesting and well-organized.

5. Investments Report – Lucia Santini Field

Lucia circulated a report of the present status of CLF investments. The total, including bequests and proceeds from sale of WCRB, is \$2,029,402. \$778,595 of those funds are in transit to UUA and Vanguard to help balance the portfolio. Treasury Direct and a portion of money market to be invested in Vanguard upon maturity/when possible to bring allocation to 60% equity.

Lucia will design a new format for investments reporting beginning with 2007 reporting. We are opening an account with Vanguard, though the paperwork requirements have been daunting. The asset allocation in the UUA General Investments Fund is approximately 60% equity and 40% fixed.

6. Finance Report – John Lees, Lorraine Dennis

The CLF draw from investments has been slowly going down from 6/5% to 5% and will be at 5% in 2009. These decisions about the transfers to and from investments are made by the board and are not mandated by the CLF bylaws.

We ended 2006 with a \$21,000 deficit, much smaller than the 35-50K we anticipated at the September board meeting. The main problem was in the Member Contributions line, which, though approximately the same actual as 2005, is off our optimistic 2006 budget by \$34,000, with Jewelry also off budget, by \$5,000. The staff made cuts to the expense side of the budget to lower the deficit by not filling some part-time staff positions, by not paying the 10% planned increases to the Senior Minister and Exec. Director's salaries, and by cutting some expenses.

John gave board members the history, by quarters, of CLF member contributions, as well as, the calculation of endowment draw and first quarter 2007 member contributions amount (\$80,022 for 2007 against \$70,343 for the first quarter of 2006).

7. Fundraising Committee – Frank Wells, Lisa Kielt

The Fundraising Committee met earlier in the day on March 29th to discuss fundraising plans for this year and beyond. Lisa Kielt was introduced to the rest of the board as our new development consultant. The Fundraising Committee had a recent teleconference and will be meeting regularly this year. The spring appeal will not be built around the traditional ask for the UUA Annual Program Fund since results have been disappointing. The plan is to mail to all members, email a reminder to those for whom we have email addresses, and then an email follow-up with a click to donate. The spring appeal will be to highlight little-known facts about the CLF.

Kelly reported on the Second Offering project he has been working on to market to the congregations who began as small fellowships within the CLF. He has found about 250 congregations and will be working to get this info organized so we can ask them to do a second offering, plate donation, or put us in their annual budgets.

Lorraine told board members about the history of the jewelry we sell as a fundraiser. Then Frank proposed that the board authorize a loan from investments to purchase \$13,000 in inventory before GA 2007. Lucia and Frank created language for repayment and the motion was posed on Friday morning.

Motion: (Wells, Santini Field) To authorize the use of \$13,000 of investment funds to purchase inventory for jewelry. A receivable will be added to investments for the 13K and an annual rate of 10% interest will be added. Repayment is to be made as jewelry is sold. Passed unanimously.

Recess at 5:20 PM.

Reconvene at 8:30AM Friday, March 30, 2007

8. CYF Report – Laura Jones

Laura shared a Powerpoint presentation which showed the present CYF membership at 418 members, including Trial Members. They have added 48 new members in 2007. Their stewardship campaign has a goal of \$10,000, with approximately \$7,000 pledged. There are recurring credit card gifts set up for \$4,600 at this time. The CYF Steering Committee has had a few changes, and will be appointing two new members soon. Kimberlee Tomczak is the facilitator and Laura is the Inreach Coordinator. Laura showed several pages from the CYF website and talked about the new features being offered. The CYF is asking for help from the board and staff for fundraising ideas, planning, and pastoral care. We need to educate the CYF membership about stewardship and the UUA about the CYF and its relationship to the CLF. The CYF/CLF memorandum of understanding needs to be updated. There

was some discussion about ways to increase communication and marketing for both the CLF and the CYF.

Motion: (Janamanchi/Killoran) To appoint Laura Jones liaison to the Church of the Younger Fellowship (CYF) Steering Committee. Passed unanimously.

Frank Wells, Laura, and Denny are working on the liaison's job description and will circulate it when it is completely updated.

Several suggestions were made for GA promotions (flyers for ministry days, ribbons that show the CYF/CLF relationship, coupons for jewelry).

9. General Assembly – Lorraine Dennis

Lorraine reported that all is ready for GA this year. We will have a CLF Ingathering on Wednesday, June 20, at 4:45PM. The CLF worship is on Sunday morning at 11:30AM. Jane will be preaching with Patrick O'Neill. We expect a big crowd since the GA Sunday morning worship has been moved to the afternoon this year.

Motion: (Santini Field/Bluestein) To elect the slate of 22 delegates as presented. Passed unanimously.

10. CSW Peacemaking – Denny Davidoff

The Peacemaking initiative is moving forward. John Hooper from the Commission on Social Witness (CSW) met with the board at the Sept 2006 meeting. There will be a collaboration between the CSW, the UUA's Washington Office, and the All Souls church in Washington, DC, to fund an internship to work with CSW. The CSW plans to use the CLF to test a survey for members of congregations.

11. Anti-Racism Anti-Oppression discussion

In response to the 2006 General Assembly's resolution on A/R A/O, the board planned to use time at this meeting to discuss ways to be more welcoming here at the CLF. The board passed an anti-discrimination policy that could print in the September issue of *Quest* and ask for feedback from members. The policy is:

Article XIII Non-discrimination.

Section I The Church of the Larger Fellowship declares and affirms its responsibility to promote the full participation of persons in all of its activities and in the full range of human endeavor without regard to race, ethnicity, gender, disability, affectional or sexual orientation, gender expression, age, language, citizenship status, economic status, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed.

After much discussion, it was decided that the board has more work to do on this subject. We'll wait to ask for feedback via *Quest*. Can we add an Anti-Racism training to the fall meeting? Denny and the Exec. Committee will arrange for an anti-racism facilitator for the October meeting of the Board.

12. Board Communications – Lois Reborne/Denny Davidoff

Denny gave some background on the board's efforts around communication with members. Lois reported that the board forum did have some traffic on it shortly after minutes and other information were posted. About 60 people have signed on to the forum, with about half actually posting. It would take 4-5 board members to manage the forum and the minutes would have to be ready faster to make the forum work.

Denny suggested that this way of communication is time-consuming and that no other board members are able to devote time to it. She suggested that, unless several board members want to offer their time, we discontinue the board forum.

13. Nominating Committee – Lynda Bluestein

Lynda read the following slate of proposed board members for election this year: Laura Jones, Arnold Bradburd, Lois Reborne (for re-election), John Crestwell, and Janice Johnson for Nominating Committee. Lucia Santini Field will run for Clerk, since the bylaws require that the Clerk be a resident of Massachusetts. There is one more candidate to be named, but negotiations are not quite done.

Motion: (Santini Field/Bluestein) To permit the Executive Committee to vote on the final slate for the election of Board members and Nominating Committee members. Passed unanimously.

Note: On April 3, 2007, the Executive Committee voted to approve the final slate, including Mark Gibbons for the Board of Directors.

14. GA delegates

To accommodate any changes in the list of official GA delegates, the Exec. Committee should be empowered to appoint delegates before GA.

Motion: (Lees/Santini Field) To allow the Executive Committee to appoint delegates to the General Assembly between now and GA, if necessary. Passed unanimously.

Assignments List for October 11-13 meeting

Denny

- **with John Crestwell, Jane, Lorraine: identify an A/R trainer and figure out timing for the October meeting. Executive Committee will review plan.**
- **work with Laura and Frank on CYF Liaison job description**

Lucia

- **restructure asset allocation**
- **work with Frank, Brad on the re-calculation of the draw from investments.**

Maureen

- **CYF volunteer chaplain until they find some regular chaplains**

Lynda

- **Nominating Committee tasks**

Lois

- **collect delegate reports and provide them to the board**
- **work with Laura on CYF projects**

Abhi

- **nothing at this time**

Fred

- **nothing at this time**

Laura

- **build the liaison area on Google**
- **keep ideas flowing for communication**
- **work on the CYF liaison job description**

Frank

- **convene Fundraising Committee**
- **work with Lisa on the spring solicitation**
- **work with Lisa on major gifts plan**

John Lees

- **though this is his last meeting, he will be happy to consult with Brad at any time**

John Crestwell

- **to review the CYF website for diversity issues**
- **assist with planning for October board meeting**
- **work with Lynda, Denny, Lorraine on jewelry marketing**

Motion to adjourn (Wells, Bluestein) 2:30PM Passed unanimously.