

Church of the Larger Fellowship

Board of Directors

Minutes

Thursday, September 28, 2006

Present: Denny Davidoff, Frank Wells, Lynda Bluestein, Tad Crawford, John Lees, Lucia Santini Field, Abhi Janamanchi, Maureen Killoran, Lois Reborne, Fred Wooden

Staff: Jane Rzepka, senior minister; Lorraine Dennis, executive director; Barb Greve, intern minister; Kelly Weisman Asprooth-Jackson, intern minister; Iris Hardin, membership administrator; Patty Franz, prison ministry director; Donna Dudley, fiscal administrator; Beth Murray, PR & Church on Loan coordinator

- The subgroups of the Board met for Committee meetings during the early part of the day.
- From 3pm-5pm, Board and Staff met to continue work on a Covenant process and document. Maureen and Lucia agreed to incorporate agreed-upon edits to the working document before the next Board meeting.
- Board members spent the evening participating in an anti-racism, anti-oppression workshop led by Janice Marie Johnson.

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Memorandum of Understanding – Denny Davidoff

Lois, Jane, Frank and Denny revisited the MOU (which was created and voted on by the CLF Board at its April '05 meeting), w/ Jen Hazel, Darrick Jackson, Jonny Craig, and Kimberlee Tomczak point by point. They agreed on the following:

- The CYF needs to streamline their processes and improve their fundraising.
- CYF is very happy with CLF. They want to be more active with CLFers – not just liaison Frank.
- CYF has started checking CLF bylaws regularly, consults the CLF calendar, and will use the CLF nominating process in the future.

- There is a thought that there should, perhaps, be a joint CLF/CYF steering committee in the future.
- The CYF must have better financial practices. Darrick Jackson, elected Steering Committee member and Treasurer, will work more closely with Donna Dudley of the CLF. (Michael Tino, CYF member, is chairing a Stewardship campaign.)
- The CYF evaluates its web site as extremely secure.
- The CYF is now addressing the issue of aging out.
- The CYF wants to promote its congregation at District meetings and offer group and “bridger” discounts.
- CYF has not done quarterly reporting, but that is a Steering Committee initiative. It did deliver a 9/20/06 report, as promised.
- CYF wants a written job description for the CYF/CLF liaison, and it wants copies of our meeting minutes.
- CYF will hold online Steering Committee elections between 10/1-10/15.
- CYF is putting together a GA handbook.
- CLF delivered the promised financial support to CYF.
- CLF didn’t do well with liaison support to CYF – we didn’t understand what we intended by mentoring.
- We need to clarify with the Funding Panel whether or not the CYF can apply for grants independently of the CLF. Denny will talk to Hillary Goodrich.
- Going forward, the CYF steering committee will provide the CLF Board: quarterly financial reports, provide the CLF 3 CYFers for the CLF GA delegation, use the CLF nominating process, give the CLF Board a strong annual report. The CLF will provide the CYF Steering Committee with a definition of the CYF/CLF Liaison.

Actions:

Lynda will help the GA committee the CYF puts together get hooked into GA – proposals for workshop space, worship, etc.

General Assembly 2006 Review – Lois Reborne and Staff

- For the first time, we got great reports from the delegates. The ingathering was worth the \$500 expense. This year it will be on Wed at 4:45-6:30. Sabrina, Lois, and Lynda will choose a restaurant for CLFers who wish to dine together after the ingathering. CLF delegates to the General Assembly need to know that the Board expects them to vote their conscience. This should be noted in their packets. We received 15/21 delegate reports.
- The booth took in more revenue with fewer exhibit hours and lower prices.
- The service was tremendous, and there was standing room only.

- Lynda Bluestein suggested that CLF consider requesting Sunday morning at the 11 AM Program Slot for worship. This will be opposite a featured speaker (K. Norris) but not another worship service. The Board and Jane feel this is a tremendous opportunity for the CLF.

Resolution on Peace – guest, John Hooper (CSW)

- CLF delegates want to be more informed about the Commission on Social Witness (CSW) and its Congregational Study/Action Issues (CSAIs), Statements of Conscience (SOCs), and Actions of Immediate Witness (AIWs).
- CSW web site is <http://www.uua.org/csw> – John Hooper is the CSW/CLF liaison, Rev. Jan Carlson Bull is the CSW Chair.
- CSW Process – new 5-year process voted in at last GA. At least 25% of UUA congregations must be involved in the first cycle year of a project (proposal year) for the CSW to consider that project for selection as a CSAI for the next four years.
- Content – Look on web site for statement of the Peacemaking CSAI.
- Why does the CSW want to work with the CLF? – This fall and winter, congregations will start education, public witness, etc., on the Peacemaking CSAI. What can we do with our unique ability to communicate? March 1, 2007 is the deadline for submitting feedback on the CSAI. At GA, there will be workshops on the study action issue. Could we develop a small group workshop this year that we can distribute widely next year? What has been missing in congregational participation? Only a tiny number of people in a tiny handful of congregations participate prior to GA. It's billed as a congregational process, but it's not a congregational process. Could CLF broaden the participation?
- Jane's caution is that we don't have the resources (money) to do more work, but we could collaborate effectively. If the CSW provided content and facilitators, we could provide the infrastructure and PR. John Hooper believes he can get us funding.
- Tad/Lynda like the idea of using surveys to understand individuals and congregations.
- Tad made the comment that the 2nd piece of our mission is the piece we can't fund from member contributions, and getting that funding from outside sources (e.g., the CSW) is what we need to do.
- Things we can do to involve CLF members: put an article in Quest, post something on CLF-A, do a CLF survey (ask members how they want to opt in – by taking a class, participating in a survey or discussion group), follow with a CSW survey. "Got Peace?" button.
- What is the timetable for this CSW/CLF work? John Hooper will get back to Denny.

Anti-Racism and Anti-Oppression Work

- What can CLF do about Racism/Classism, and how can we bring that to our members?

Lois moved that the CLF is committed to becoming an active participant in the anti-racism, anti-oppression work of our association of congregations; that the CLF communications and programming will reflect an anti-racist, anti-oppression perspective. Tad seconded. Discussion followed. All approved.

Frank moved that the Board will engage in anti-racism (A-R), anti-oppression (A-O), multi-cultural (M-C) work at its in-person meetings to further its commitment to the above policy. Lucia seconded. All approved.

- Lynda will join Allies for Racial Equality as a member of CLF Board.
- Ideas for implementation – review and implement a series of online classes and study groups; offer special groups for people of color and multi-racial/multi-cultural families; devote staff and volunteer time to becoming a welcoming congregation- using whatever alternative methods are worked out as a model for further anti-oppression anti-racism work; assess web site and Quest to ensure inclusion and a genuine welcoming and diversity of ministry and forms of ministry.
- The CLF Board committed to participating in A-R, A-O education/workshops during its next 3 meetings. Denny will schedule facilitators for these programs.

Finance Reports – John Lees

- The CLF will be short a projected \$35-50K at the end of 2006.
- For 2007, staff has done a great job of keeping expenses under control. But the revenue is still a big problem.
- We may qualify for money back from the APF office for one of two reasons: (1) our 2006 expense actual budget was less than the projected budget; (2) we don't qualify for any of the money districts get back when their congregations are Fair Share.
- The Fundraising Committee moved that the Executive Committee will hire a professional fundraiser, paid for with a loan from the CLF endowment. This fundraiser, who will be hired for 2-3 years, will do the letter-writing, work on lead givers (both within and outside our membership), planned giving, and provide some staff training. The cost will be roughly \$30K/year. Lynda seconded the motion. The motion was approved unanimously.
- Line item on expense side of budget for the new fundraiser will read “part-time developer,” on budget side it will read “money from endowment.”
- John is uncomfortable passing a budget with a deficit. He wants to put in a line-item on the revenue side designated “contingency” equal to the amount of the deficit so that the bottom line of the budget is \$0. Presumably, this amount will be raised by the new part-time developer the Board has agreed to hire, during the GA worship service, or by other new fundraising initiatives.

John moved to pass the budget with the understanding that the Board will add the contingency equal to the amount of the printed deficit. Lynda seconded. Everyone approved.

Investment Report – Lucia Santini Field

- The endowment is approximately \$1.2M before the recent \$300+K bequest, bringing it to roughly \$1.5M with the gift. Lucia wants to improve overall asset allocation, bringing it to the 60-40% split (60% allocated to equity funds), as the Board intended. She will come back to the Board electronically with an investment proposal.

Fundraising – Frank Wells

- Offering of pledges will be taken at the CLF Sunday morning service.
- Second offerings – Lynda says we should put together a packet of how to do a 2nd offering to support the prison ministry, send it to districts, ask them to distribute, and they will get the churches do it. Tell them where the prisoners live to make it more compelling a plea.
- Board members want to know when their canvassers have given so that they can send thank yous.
- Board members pledged \$19K for 2007, a 60% increase from their 2006 pledges.

Governance – Denny Davidoff

- Since the UUA Board has not yet finalized it's non-discrimination clause, the CLF voted to adopt language similar to the UUA's, as follows:

“The CLF Board declares and affirms its special responsibility to promote the full participation of persons in all of its and their activities and in the full range of human endeavor without regard to race, ethnicity, gender identity and expression, disability, affectional or sexual orientation, 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.”
- CLF members can vote to amend our bylaws with the above at GA. In the mean time, Denny will check in with Linda Olson Peebles to see if the UUA Board has finalized its statement.
- Board Communications Committee – The Board on the Web: Iris will get Lois and Kasey a Word Document containing a list of all approved decisions ASAP so that they can send it out on CLF-A and post it on the web site, respectively.
- Lois is asking if there can be a Board Forum. She will email Denny and ask her to visit the forum to answer questions/reply. The budget will go out on this forum as well.
- Action: Jane will contact Lynn Ungar about setting up the Board Forum and contacting Lois.
- Executive Committee -- Frank will replace Ken Gross as Vice President.

CYF Budget – John Lees

- Frank doesn't want to ratify the budget without the 2006 actuals.
- Lorraine will get actuals for 2006, and Frank and Lorraine will talk about the CYF budget.
- There also needs to be some digging about the probability of the CYF getting their grant again.

Process Observations – Tad Crawford

- Quality of conversation around covenanting and creativity of dealing with non-disclosure statement was excellent.
- Web site review was clean and efficient. Reporting in general was brisk and well-thought out.
- The A-R, O-R training was excellent. John Hooper's presentation was also packed full of content in a short amount of time.
- Only negative was lack of resolution regarding covenant.

Meeting Schedule – Spring 2007

- March 29, 2007 Thursday – 3:00-5:00, 6:30-9:30 (committee meetings, a-r/o-r workshop)
- March 30, 2007 Friday, 8:30 - 4:00 (Board meeting)