



Palomar Unitarian Universalist Fellowship
Executive Board Meeting Minutes
June 14, 2016
Submitted by Rev. Dr. Beth Johnson

In attendance: Jon Schwestka, Misty Kirkman, Tim Peirce, Julie Mack
2016-2017 Board members: Rachel Rott, Vic White
Guests: Per Corbeil, Barb Corbeil, Missy Wise
Absent: Lonna Leghart

Chalice Lighting (Jon)
Quote by William Bridges

Check-in

Called to Order 6:38 pm

Approval of Prior Board Minutes
Julie moved, Misty Seconded, Minutes approved

Review and Approval of Written Agenda

Per Corbeil - Presented proposal for Palomar UU Fellowship board to consider supporting exploration of UU education project. The board will read the IRS Guidelines that Vic sent; will take this up at July board meeting.

Missy Wise - Came to talk about Fundraising Coordinator position. Board affirmed that this is a volunteer position that will be developed as part of the Stewardship Plan. Thanked Missy for her interest and ideas.

Written Reports

- Minister's Report (see below)
- Director of Children and Family Ministry Report (see below)

Verbal Reports

- Finance by Tim Peirce (see below)

Old Business (Action Items)

- Strategic Obligations – Rev. Beth (see minister's report)
- G.A. Delegates – Beth/Jon
 - We have four delegates – Katia Hansen, Rachel Rott, Patrick Staight, Jennifer White
- Worship Security Task Force – Rev. Beth
 - Still working on the plan
- Publicize Rental Rates – Jon/Rev. Beth – still under discussion

- CPA –
 - Tim moved, and Misty seconded that we engage Christy White Associates to do a financial review. Vic will initiate contract negotiations. Start in August will take about 30 days.

New Business

- Chaplain James Field – Motion – Accept Chaplain James Field as Affiliated Minister at Palomar UU Fellowship. Misty moved, Tim seconded – motion carried.

- **Board Retreat – September 17 – Rev. John Millspaugh**

Power Church Task Force - Motion – Authorization of the formation of a Power Church Task Force – Julie moved, Misty seconded. Motion passed.

Vic White will call together the task force, to include - Vic White, Tim Peirce, Patrick Staight, Rev. Beth, and other users as identified

- Board signatories – Vic White, Finance Director and Julie Mack, President
Need letter from Lonna – indicating that the above two individuals have been appointed as signatories on June 14, 2016

2015-2016 Board Goals review

- **Nominating Committee restructure update - Misty will work with Rachel in to the next year**
- Financial Flourishing (Tim)
A robust finance committee has been formed and is working hard and well.
- Development Leadership/Succession Planning (Beth & Diana)
Ongoing
- Board Implementation of Strategic Plan (Julie) – Right Use of Physical Space is meeting. Stewardship Task Force, will be called together by Jon Scwhestka.
- Board – CCAT – COM Relationship (Jon)
Jon reports that the roles and relationships are well clarified.
- Communication Needs Assessment (Lonna)

Additional remarks – Jon shared his positive experiences with ongoing board members, Tim and Misty

Announcements - none

Next Meeting: July 12, 2016

Adjournment – adjourned at 8:51 pm

ACTION ITEMS:

Vic White will call together a Power Church task force to learn how to use the Power Church data base more effectively. Task Force to include: Vic White, Tim Peirce, Patrick Staight, Rev. Beth, Janice Cook, and other users as identified

Lonna Leghart - Need letter for the bank from secretary, Lonna Leghart, indicating that Julie Mack and Vic White have been appointed by the Executive Board as signatories on June 14, 2016

Misty Kirkman and Rachel Rott will work on the Nominating/Leadership Development Committee restructure in the coming year.

Reports attached below:

1. Minister's Report
2. Director of Child & Family Ministries
3. Finance Director

Minister's 2016 Yearly Report

Sunday Services & other Worship

As this year ends, my reflection on Sunday Services is much as it has been throughout the year. Attendance is up. Energy is up. Music is great. The Worship Associates do an excellent job of facilitating services, and leading when I am not in the pulpit. We welcomed two new people on to the committee this year and they are receiving "on the job" training as well as target training.

The summer services are planned with the theme of our UU Principles and Sources.

I appreciate the commitment of the group to goals and objectives of the Strategic Plan, such as "diversity and inclusion," social justice, UU identity, multigenerational community, among others.

Strategic Planning

"Right Use of Physical Space. Task force has met again. There is a desire to go more slowly so that members newer to the congregation can get the lay of the land. Literally. We walked the land, and they feel they don't want to rush. They do wish to proceed on projects that can be done. I have been convening the group. Since I will be away for July, the group will need to have a new convener, which was necessary in any case.

I have not yet called together the Stewardship Task Force uncertain about my recommendation to include a couple of more folks whose skills are in the area of visioning.

Pastoral Care

The Compassionate Caring Committee does a great job. I continue to do a great deal of pastoral care and spiritual direction. The pastoral needs of the congregation fluctuate and we are doing well at meeting various needs.

Membership

We welcomed 14 new members this year. This continues our pattern of steady growth. The congregation has moved into program size, with CCAT functioning so well as the organizing aspect of a program size church. The Membership Committee does a great job of mentoring people, integrating members, and facilitating the membership process. With Diana Peirce stepping down as chair, the committee will continue their tasks and keep things running smoothly for now. Diana has identified a possible chair to replace here.

Administration

The staff has been performing their duties well. Our year-end review meetings were a delight to hold. We have identified staff areas of strengths and growth needed.

Social Justice

Congratulations on three Congregational Resolutions this year. The Death Penalty, Reproductive Justice and Black Lives Matter. Good work on the part of the Peace & Justice Ministry, the Reproductive Task Force, the Humanist Group, and the board in providing prophetic vision. The P&JM held two successful film series. Attendance at the General Meeting has increased. People identify social justice and service as one of the reason they came to Palomar Fellowship, we will continue to look at ways to connect people with the work to be done.

Denominational Involvement

UU Food Justice Ministry, UU Animal Ministry; and the UU Environmental Justice Collaboratory Steering Committee. The Collaboratory has become a major participant in the UUA/UUSC Commit2Respond campaign. Continues...

Professional

I was only able to attend one district ministers gathering this year, and no cluster meetings. The cluster has met on Fridays and that is my writing day. I have had to prioritize activities this year as I adapted to a new way of being healthy this year.

Summer schedule

I will be taking vacation and study leave for the month of July. I will be available as usual for emergencies any time. Rev. Carol Hilton will cover pastoral emergencies. I will be on Silent Retreat from July 17 – July 22. I will return to work on July 31, and be back in the pulpit for two Sundays, August 7th and August 21st.

* REMINDER from last month: I will leave for Ministry Days June 19 and then attend General Assembly. I am a Good Officer for the Pacific Southwest District and will go to Ministry Days early for a training. Good Officers provide support for other ministers who are in need due to conflict in their congregations, with colleagues, or have any other need for support.

GA is June 22-26 in Columbus OH.

Reflections on the past year:

It is wonderful to have had the contributions of Chaplain James Field to our caring committee and congregation. James is a great addition to our congregation – he comes with many skills. I will look forward to welcoming him as Affiliate Minister.

I am noting the challenge of finding times to meet for critical activities when Sunday is the only day available for meetings. I hope that I can help members utilize Google Docs or some other technology to do our work. I am seeing the need for more intentional leadership/volunteer development as we await a new model.

The Committee on Ministry, and I along with them, have identified the need for direct communication among some members and with staff, including the minister. We have also seen that it appears that many folks don't necessarily have the skills to do that. We are committed to bringing those skills to the congregation.

This has been a good year for Palomar UU Fellowship. We did the hard work of creating a Strategic Plan and it was passed and will be a good guide for the next five years. The Fellowship is steadily growing as noted above, and there is an emphasis on integrating members by helping them to connect to meaningful involvement. My desire is to explore ways to connect with folks in the in-between stage of "frequent attender" to "member." I've been focusing reading and study on this and will look toward implementation of some strategies on that in the coming year.

I want to note the contribution of Jennifer White in her role as Cluster, District, and Association rep. Jennifer is an institutionalist. She has helped the congregation to be connected to activities and

denomination. This will be wonderful in the coming year as well. It is an important position and I'm glad it has finally been filled and by a person who could not be better suited.

I couldn't reflect on this year at the Fellowship without also reflecting on the personal challenges I faced in the first part of the year. I experienced first hand the caring and concern of our community. I had no doubt whatsoever that, while I was missed while I was on leave from mid-August to October 1, the Fellowship services and staff would function well. I thank you, Board for your support.

Great work this year Executive Board! And to Tim Peirce and Misty Kirkman – thank you so much for your service – it has been great working with you for the past four years!

Faithfully submitted,

rev. beth

Director of Child and Family Ministries (DCFM) Report

Attendance

April 2016 **4/03** **4/10** **4/17** **4/24**

Nursery	6-2	7-1	5-0	9-3
Explorers	17	12	8	10
JRUU/YRUU	6	4	2	9

May 2016 **5/01** **5/08** **5/15** **5/22** **5/29**

Nursery	3-8	7-2	8-1	7-3	8-4
Explorers	N/A	7	12	15	14
JRUU/YRUU	N/A	4	8	6	5

Summer program begins Sunday June 26th. The Summer will be filled with Art, Games, Gardening and FUUN.

Two Summer camps are running at PUUF over the Summer, one focusing on our Seven Principles and one on Peace.

This Summer I will be preparing for our COA program that will begin this coming Fall (October, November).

This Summer I will be also preparing for next year's focus on World Religions. Each program will be looking at the world's religions through their own lenses.

Explorers 1 (Holidays and Holy Days)

Explorers 2 (Hybrid Neighboring Faiths)

JRUU/YRUU Soulpancake Youtube Channel

Along with this focus we will be following the monthly themes that the congregation will be following monthly.

OWL Elementary training is this August. Two of the three adults I wanted to be trained are not available. Marianne Swift-Gifford is going to let me know if she is available in a few weeks to be trained. Finding males to be trained is always very difficult.

I head up to Camp de Benneville Pines to be a Co-Dean of the Junior High Camp with Marianne Swift-Gifford. We have 5 Junior High Youth attending this summer. We have two elementary campers and three senior high campers attending camp this summer as well.

Midwife Your Midlife group is still going strong. We still have great numbers monthly showing up for our gatherings.

It is going to be a great Summer and year!

Kathleen Moscato

Director of Children and Family Ministry

Finance Director's Report

The Budget Statement and Balance Sheet for May 2016, monthly investment report and fundraising record and estimate accompany this report. Also, a copy of the budget for 2016-17 as approved at the annual meeting held on June 5, 2016.

Pledge income for the first 11 months of the fiscal year is at 87% of the amount budgeted. This figure for the same period last year was 99%. Two large pledges, both of which have been renewed for next year, were received by the end of May last year, but will be received after July 1 this year. If we had already received them this year, the percentage figure for this report would be 96%.

Plate share collections for the first 11 months are at 120% of the amount budgeted; this figure for the SPLY was 91%.

Total income for the first 11 months was 92% of the budgeted amount, and this percentage was 99% for the SPLY. Had we received the two large pledges mentioned above by the end of April, this figure would be 96%.

Total expenses for the 11 month period were 95% of the budgeted amount; this figure was 94% for the same period last year.

Income from groups and activities is still running low, but the Scrip program raised \$176.51 in May, and should exceed the budgeted \$1000 by several hundred dollars by the end of the year.

Total Annual Auction income is \$11,536.20. Total income from all fundraising is \$15,432.39, and estimated to be about \$1,000.00 short of the \$18,000.00 that was budgeted by the end of the year.

After we transferred \$29,310.75 from the Wolcott endowment fund to zero out the kitchen fund, an additional bill came in for \$457.00. We have also received a contribution for \$100.00, so the kitchen fund now stands at -\$357.00. However, we have sold the stock donated to benefit the kitchen fund and will realize a capital gain of over \$600, so the Board should determine if some or all of this income should go to the kitchen fund.

We now have 129 pledges representing 173 people totaling \$180,021.00. If all 11 outstanding pledges come in for the same amount as this year, we would then have 140 pledges for \$190,321.00.

The attached budget is as passed by the board, except for the change passed by the congregation at the annual meeting on June 5 that removes the \$3,000.00 for a financial review from the Finance Committee line item and lists it on a separate line under "Administrative Expense."

The Ministry Fair was very successful, and \$615.00 was raised for child care.

We have paid our full fair-share dues to both the national and district UUA for the current year.

Respectfully submitted,
Tim Peirce
Finance Director