

BUC Board of Trustees

Board of Trustees Minutes for April 21, 2014

Present: Lisa Demian, Dave Graham, John Hammer, Bruce Webber, Kathy Hurt, Marilyn Mast, Eric Sargent, Marilyn Kelly, Dick Cantley

Absent: Barbara Woolf

Guests: Gregg Bloomfield; Max Kort (LDC); members of the Campus Development and Prioritization Committee: Steve Lorey, Inta Davis, Jim Shettel, Karen Stankye, Jim Clark, Sharon Kirchner (Craig Stroup and Barb Graham also are members, but were absent)

CDPC Presentation to the Board, "Transformation for the Future of BUC", which outlined this committees objectives, defined their process and the input from the church, and assessed current space utilization. They created a basic concept of each project proposed and evaluated it by these criteria: Does it advance our principles? Is the space multipurpose? Does it produce growth, income, and/or savings?

Then the projects were sorted into Urgent (safety and structural repairs we must do), Essential (things to maintain), Enhance (to grow), or Thrive (things that are ideal) categories.

A detailed case study was presented of one particular possible project, to show how the process played out and what factors were considered.

The Board commends the CDPC for the thoroughness and inclusiveness of its process, and its careful consideration of all input, including work of previous groups or individuals in the church.

The presentation concluded with a request to the Board to define what comes next, and recommendations to hire a Capital Campaign Consultant, and to hire an Architect to begin to add detail to conceptual designs. To that end, the Board reconvened in the Large Conference room, along with guests Gregg Bloomfield, Max Kort and Jim Clark.

Centering: Lynn Ungar reading called "Camas Lilies"

Recitation of Board covenant:

Listen to each other with respect

Support each other's leadership

Speak honestly for mutual understanding

Respect confidentiality of the Board and Minister

Additions or corrections to the agenda – none

Generative/Reflective – The context for the upcoming capital campaign will be important to its success. What are your thoughts about creating a buzz about our future plans and dreams?

Discussion followed, and we agree that people will respond to a vision, rather than a list of repairs. We need to focus on how our building improvements will affect program. And we need some sort of visual for focus and illustration. Therefore we see the hiring of a financial consultant and an architect as occurring simultaneously and soon.

How will we pay the estimated costs (\$30,000 + for preliminary architectural drawings and \$10,000 + for a financial consultant)? Dick, as Treasurer, mentioned that we could borrow from ourselves. We have a current cash cushion we could use, to be paid back out of whatever is raised in the Capital Campaign.

Discussion of the Capital Campaign focused on timing. Lisa asked if we could be ready to launch it in Sept. Gregg advised that might be too soon, as the rubric for this kind of fund-raising posits that a large portion of the money should be raised by appeal to potential large donors before the general campaign. This would be hard to do before September, as the process involves sustained and recurring conversations. Since the common rubric also says such a campaign could take 4–6 months, and we don't want to bump up against our regular pledging efforts, anticipated to start in March, we need to do the best we can to get things started by at least getting committees/working groups in place.

MOTION: That the Board of Trustees of Birmingham Unitarian Church budget sufficient funds, up to \$45,000, to hire a Capital Campaign Consultant and an Architect, for preliminary work on a Capital Campaign for the church to begin in the fall of 2014. Motion made by Dick Cantley, seconded by John Hammer. Passed unanimously

We will use our in-house experts to select these consultants. The CDCP will confer with our architect members to write the Request for Proposal to be submitted to three architects. Gregg, with input from Kathy, will form the beginnings of a working group to design the process of the Capital Campaign in conjunction with a Capital Campaign consultant to be selected by the working team (title to come). It is hoped/anticipated that this group will morph into a Capital Campaign Committee.

Annual Meeting Preparation Items and Schedule – The meeting will start at 11:45 and end at 1:00 pm. Elements of the meeting will include:

1. Introduction by President Lisa Demian about our history regarding capital campaigns and actions and ideas leading up to the current one proposed.
2. The process described by members of the CDPC of the vision for our future, using the first 8 slides they prepared for their meeting with the Board
3. Minutes from last meeting to be approved and a Treasurer's Report showing year-end numbers and first four months of this year.
4. Leadership Development (LDC) will ask for voice acclamation approval of continuing terms for all eligible Board members and Program Council members, as well as current LDC.

Publicity for the meeting will be mention in the Sunday announcements from the pulpit on May 4 and 11, an e-mail announcement on May 7, and phone calls by Board members to church members, as assigned by Lisa.

Consent Agenda

Minutes from March 17, 2014 approved – Marilyn K./Dave

Monthly Reports

1. **Treasurer's Report** – we are in good shape, in that our income is above budget and our expenses below budget at this time in the year. It is anticipated that these will come into closer balance as the year progresses.
2. **Senior Minister Report** – Kathy's written report, as e-mailed, reflects developments in areas of worship, service, learning and fellowship.
3. **Monitoring: Ends Policy #2 – Learning** – We are doing well in this area with regard to youth, but have no official Adult RE plan, committee or staff. There are many programs offered, but no overarching plan in place.

Committee charters will be reviewed at a later meeting.

Board Business

Volunteer of the month – George Lentz

Meeting adjourned at 9:05 pm