

2015 UUCP Annual Meeting  
June 7, 2015

**Agenda**

- Call to Order –Linda Bellantoni
- Chalice lighting and reading
- Quorum check and adopt rules of procedure
- Covenant of Commitment to our Congregation
- Introduction of Board Members
- Approval January 2015 meeting minutes
- President's Report –Linda Bellantoni
- Vision Task Force Report –Sam Kirkland
- Financial Report –Heidi Parmenter
- Strategic Implementation Update –Rev. Susan
- 2015-2016 Budget –Rev. Susan
- Nominating Committee Report –Gary Ezzell
- Election of Officers
- Installation of Leaders

**Call to Order** Linda Bellantoni

Reading - Jim Sorgatz - read a piece called "Two Minutes to Run"

Quorum Check and Rules of Procedure

- Quorum check
  - "Fifty members shall constitute a quorum for all meetings of the members of the congregation." according to the UUCP Bylaws. Verified by a show of hands.

Rules of Procedure

- We will be courteous and listen openly.
- Please try to keep your comments brief and to the point.
- Ensure that everyone gets a chance to speak. Invite those who have not yet spoken to contribute.

Sarah Carlson Moved that we Approve Rules of Procedure; it was Seconded and carried by majority vote. No votes against.

Covenant of Commitment to our Congregation

We read the following Commitment in unison:

I am committed to the role our congregation plays in my religious exploration, and I respect the shared ministry of each congregant, staff member, and our called minister, therefore:

- I donate my talents, efforts, and financial support;
- I assume everyone's good motives by emphasizing the positive in each encounter;
- I create a safe haven by listening to what others say;
- I welcome sentiments, beliefs, and feelings different from my own;
- I state my own views with directness and humility.

I know conflict among us is inevitable and manageable, therefore:

- I recognize that we each have limited time, ability, and energy;
- I take my concern, anger, and hurt directly to those involved;
- I say of another only what I say to him or her;

- I support those who take leader positions;
- I accept leadership when called and guide with love, warmth, and humor;
- I remember to thank others for their contributions.

I know our practice of this covenant may be imperfect, and I am committed to our religious community living up to its aspirations, therefore:

I welcome others' reminders to me, and I use kindness when I remind others of what we here vow.

Thus do I covenant.

#### UUCP Board of Trustees (board@phoenixuu.org)

- Linda Bellantoni–President (president@phoenixuu.org)
- Glen Lockwood –Vice-President
- Jim Allen –Treasurer
- Bill Snowden –Secretary
- Gene Harvey –Trustee-at-Large
- Jim Sorgatz–Trustee-at-Large
- Michele Morgan –Trustee-at-Large
- Sarah Montgomery –Trustee-at-Large
- Jenna Bellantoni &  
Ryan Featherston-YRUU Youth Reps

#### Congregational Meeting Minutes for Approval

- January 2015 Congregation Meeting Minutes were emailed on 6/4/15.

Francis Widget made a Motion that we Approve minutes of the January 2015 Congregation Meeting; it was seconded; and motion carried unanimously.

#### President's Report

Linda Bellantoni, Board President Introduced the Board of Trustees

She expanded on the following:

The congregation is healthy and vibrant and well-positioned for the future

The focus of the Board this year has been

- Continued refinements in the implementation of Strategic Governance, which provided infrastructure and direction for the Congregation.
- Financial Oversight
- Generative Interpretations of the three Strategic Ends Statements
- Continuing improvements in communication and transparency
- Continually improving internal processes

The Board has initiated a Congregational Visioning Process. The outcome will be a renewed Vision Statement, but the real value is the discussions that are part of the process.

#### Vision Task Force

Linda introduced Sam Kirkland, who was asked to be the convener of the group. The other members of the Task Force are:

- Jenna Bellantoni
- Susan Goldsmith
- Janet Jenkins

- Matt Thesing
- Marshall Valentine
- Susan Frederick-Gray

Sam said the group had met with the Congregation on 7 occasions for “Conversations” on the Vision. The Group took notes on what was said and came up with a prototype Vision Statement and shared it with the Board and took comments from them. The Task Force then brought further revisions of the prototypes to the congregation for input sessions. Further revisions from those meetings led to the current draft. The draft below will be brought to the Board again, possibly modified and then presented to the Congregation for acceptance ***not earlier than*** the January 2016 Congregational meeting.

#### Draft UUCP Vision Statement

We aspire to be an inclusive community of spiritual seekers.

We gather together in joy and hope,  
seeking to live and act with generosity, compassion and courage.  
May we grow as a vital religious voice for  
love and justice.

#### **Financial Report**

Heidi Parmenter, Business Administrator

#### Finance Committee

- Diana Ashley, Chair
- Jim Allen, Treasurer
- Smoot Carl-Mitchell, Member
- Larry Reed, Member
- Heidi Parmenter, Business Administrator
- Anne Byrne, Director of Children’s Ministries
- Gloria Swaine, Bookkeeper

Heidi introduced the finance committee which meets monthly on the 2nd or 3rd Tuesday of the each month. Her first slide detailed 2014–2015 - All Classes as of April 30

For all income classes including the Congregation, EEC, Kids Kamp, Capital and AZIM  
The year to date Net Income is \$ 36,814.67. Heidi projects the Congregation will end the year with net positive income.

The Total Operations as of May 1, 2015 is \$840,000 in the following percentages

- Congregation - 71%
- UUEEC - 16%
- Capital - 10%
- Kids Kamp - 3%

#### 2014-2015 Income vs. Expense as of April 30

YTD for the Congregation

- Net Income Budget: \$8,957
- Net Income Actual: \$10,302
- Projected to end positive

YTD for UUEEC Preschool

- Net Income Actual: \$1,132.49
- Projected to end with -\$1,323
- Kids Kamp runs the month of June.

However it is projected to end positive and on budget for the year.

#### 2014-2015 Pledges Paid by Percent

There have been 274 active pledges totaling \$429,400. Approximately 70% of our operating budget comes from pledges.

As of May 31 we have received 90% of pledges, which is a big improvement over last year. Last year at this time we had collected 79%.

For those who are staying current with your pledges: **Thank you**

Let the office know if you are unable to pay.

Please make final payments by June 28 if you haven't done so already.

#### 2014-15 Pledges Paid By %

82% have paid 75% or over of their pledge, which is an increase over last year.

9% have paid between 40 and 74% of their pledge.

and 9% have paid between 0 and 39%. Both are a decrease from last year.

Congregant Question (Q) : Why was the preschool not in the budget?

Answer (A): ***Challenges with getting the complete preschool budget approved in time for the Board to recommend that portion of the budget (this is to be addressed later in the meeting)***

#### 2014-2016 Strategic Implementation Plan Review

was presented by Rev. Susan Frederick-Gray

#### Key Annual Implementation Goals for the strategic ends.

**Within** - UUCP will be a Foundation for Personal and Spiritual Development:

Goal - Increase Small Group Ministry groups and participation by 30%

Achieved –12 Small Groups, 30% increase

-43 % increase in participation in groups

Goal - Establish a baseline frequency of children's attendance

Achieved an Increase participation and engagement beyond Sunday morning

Specifically we saw Increases in Small Groups, Adult Faith Development and Community Night

**Among** - will be a Healthy, vibrant, multicultural, committed, sharing and invitational Community

To this end we

•Hosted 2 Day Training on Intercultural Competency lead by Beth Zemsky, one day for Board/Staff and Leaders and second day for the Congregation and UU across Arizona!

•Stewardship team to strengthen financial resources for the congregation visited other congregations and learned about some recommended best practices for Stewardship

One of those best practices is the Ambassador Program! 25

Ambassadors; over 90 households participated. We saw over an 11% increase in pledging among those who participated!

- Build Community among UU Musicians which are the groups started by Benjie Messer

Goal Operate preschool at full capacity;  
fell short UUEEC about 64% enrolled,

Goal develop goals for Children's Ministry:

We started Comprehensive surveys done for Children's Ministry which will be used to experiment with new ideas next year.

### **Beyond** - Flagship Congregation; Beacon of Moral Conscience

- We Rebuilt the foundation and structure for Justice Ministries

Instead of one main group the Justice Ministry Team Format is to have individual groups organized around a single issue, connected to a partner group beyond the congregation. Any five Congregants can form a team of interest to them and partner with an outside group.

- Immigration Small Group Justice Ministry Team Partners with Puente.

- Sewing and Crafts Circle makes back packs for homeless kids partners with CPS and St. Vincent de Paul.

- Refugee Assistance Partnership (new iteration of Eritrean Refugee Initiative) partnering with International Rescue Committee

- Multicultural Training for UU Congregations across AZ (see above)

- Jimmy Leung is on the Regionalization Transition Team to move from districts to regional groups

- Smoot Carl-Mitchell, is the Pacific South West District Treasurer

### **2015-2016 Budget**

by Rev. Susan Frederick-Gray

#### Strategic Planning Process

Mission

Vision

Strategic Ends

Implementation Plan

Annual Budget Preparation

Stewardship Campaign

Annual Meeting

The steps for the strategic planning process are:

We start with the Mission which the Congregation voted on;

We then developed a Vision also voted on by the Congregation;

The Board uses the Vision to come up with the Strategic Ends

The Minister then comes up with an Implementation Plan to reach those Ends

Annual Budget Preparation is based in part on the Implementation Plan

Stewardship Campaign raise the money for the budget through pledges

Annual Meeting, showcases the implementation plan and the congregation votes on the budget

#### Stewardship Campaign Update

For 2015-2016 we raised \$463,290

- \$453,740 with 248 pledges. This is a 9.2 % increase in total pledges from last year!

- \$9,550 from 11 one-time gifts

•Thanks to Margaret Herrick's bequest to the UU Foundation, we are also able to increase Foundation support by \$20,000 next year.

#### What's New

- Pension benefits for 3 staff members who are now eligible
- 3/4's health benefit for Music Director
- Some increases for staff professional development
- HVAC contract changing - we are moving from a Comprehensive maintenance agreement to a preventative maintenance agreement, that will save about \$10,000 each year which we will put into a maintenance fund. It was estimated that the chiller will last 3 - 5 years and cost \$150,000 to replace. This will be covered in an upcoming capital campaign.
- Increase funding of total mortgage payment to 64% out of operating fund
- Additional staff hours for Children's Ministry as well as Resources for additional ministry staff

#### Staffing – Now and Future

For the 2016-2017 budget year, we are looking at options for replacing the Rev. Linda Lawrence (Assistant Minister) and Anne Byrne (Children's RGL Director)

- Full Time Associate Minister for Children and Families.  
An Associate is a higher level position than an Assistant Minister. It pays more, but also requires greater responsibility, with less direction from the Senior (Lead) Minister and includes some preaching.
- Part time RE Assistant
- Part time Membership/Volunteer Coordinator who would get to know the skill set of people in the Congregation and match them up with the appropriate ministries or committees.

For the 2015-2016 budget year we have some flexibility:

We can hire a ¾ time Interim Director of Children's Ministries

AND

either a ¾ time Interim Assistant Minister OR

Full time Ministerial Intern and Part time Member Volunteer Coordinator

A Ministerial Intern is someone who is nearing or has completed seminary and nearing the end of the process to become minister who would earn less, but require some direction from the Minister.

Susan called for questions (Q) or comments (C):

There were questions / comments about the go-forward possibilities for staff, about the UUEEC budget not being included as well as the go-forward plan for UUEEC.

It was noted that the budget that was shared by email - before the meeting - had errors.

According to our bylaws, the Board has to approve the budget before it is brought before the congregation for a vote. The UUEEC budget wasn't available in time for the Board to review it, so it isn't included in the FY2015-2016 budget that we're voting on today.

Because the Board was in discernment regarding the go-fwd plans for UUEEC, interested parties were invited to stay after the annual meeting to discuss current challenges and the projected process for decision-making.

Last year there was a sizable deficit due to low in enrollment. Anne did a revised budget and the parents fund raising brought in \$25,000. Susan and Heidi also put in a lot of time trying to figure out how to make it work based on the funds available.

Congregation stated that they did not want the preschool to negatively affect the Congregation's finances.

The Board is in discernment about this. Roughly 15% of the minister's time has been spent overseeing the preschool this year.

Duke Plattner moved that we accept the budget as presented (no UUEEC budget included – that will follow and be voted on/accepted later)

A motion was made to amend Duke's motion to include the budgeted number for the UUEEC in the total budget (as sent out by accident). Linda explained that the amendment was out of order because the Board hadn't approved the budget with a budget number for the UUEEC.

Duke's original motion was seconded and motion carried with a majority; 5 votes opposed.

### **Nominating Committee Report**

Gary Ezzell gave the committee report as Kim St. Clair out of town.

Current Nominating Committee

- Kim St. Clair –Chair
- Ellie Anderla
- Charlotte Carl-Mitchell
- Gary Ezzell
- Dale Fisher
- Caroli Peterson

### **Nominations for the UUCP Board of Trustees**

- Karin Quinn –2 year term ending June 30, 2017
- Rajeev Arora –2 year term ending June 30, 2017
- Sarah Carlson –2 year term ending June 30, 2017
- Glen Lockwood (President) –2 year term ending June 30, 2017
- Sarah Montgomery –2 year term ending June 30, 2017
- Caitlin Tuffin Gaspar –2 year term ending June 30, 2017
- Vince Waldron –2 year term ending June 30, 2017

### **Returning Board Members**

- Jim Allen –2 year term ending June 30, 2016

Motion From Nominating Committee to Elect the listed people to the Board of Trustees, Motion was seconded and carried by a vote of the members

### **Members Transitioning Off the Board**

- Linda Bellantoni
- Jim Sorgatz
- Bill Snowden
- Michele Morgan
- Gene Harvey
- Jenna Bellantoni and
- Ryan Featherston

Thank you for your service! A certificate and small gift bag was given to each transitioning Board member.

#### Nominations for the Nominating Committee

- Lydia Yanak - 2 year term ending June 30, 2017
- Julie Smart - 2 year term ending June 30, 2017
- Jim Sorgatz - 2 year term ending June 30, 2017

Francis Widget moved to Elect to the Nominating Committee  
It was seconded and carried by a majority vote of the members.

#### Returning Nominating Committee Members

- Gary Ezzell, Chair, term ending June 30, 2016
- Charlotte Carl-Mitchell, term ending June 30, 2016
- Ellie Anderla, term ending June 30, 2016

#### Members Transitioning off the Nominating Committee

- Dale Fisher, term ending June 30, 2015
- Caroli Peterson, term ending June 30, 2015
- Kim St. Clair, term ending June 30, 2015

Thank you for your service!

#### Installing Our Leaders

Reverend Susan Fredrick-Gray read the following statement to the new leaders:

The relationship between the Board, elected Leaders and congregation is a sacred one. As minister, I pledge my support to these elected Leaders individually, to the Board as a leadership body, and to the Congregation community. I will work to encourage open and respectful relationships of trust and transparency.  
Installing Our Leaders.

The members of the Board of Trustees and the Nominating Committee read the following:

By accepting this role, we will work to call forth the gifts and vision of the Congregation, its members and friends. We pledge to lead joyfully, creatively and collaboratively.  
Installing Our Leaders

UUCP Members & Friends read the following statement to the new leaders:

We pledge to support your leadership; trust you with our feedback; and collaborate with you as together we live out our mission of being a congregation that welcomes all as we share journeys, grow in spirit and advance justice.

Smoot Carl-Mitchell moved to adjourn the meeting, it was seconded and motion carried.