

Board Meeting - Zoom Session

Present: Janice M., Paul S., Musette S., DeeAnne M, Barbara F., Jess N., Rev. Earl

Absent: Cliff A.

Guest(s): Carl A., David S.

Gratitude

Start: 6:35 Time: 0:05

Musette reports previous Thank You cards were delivered. Discuss others in the VUU community to whom we wish to express our gratitude.

Mindful Opening/Minister's Report

Start: 6:40 Time: 0:05

- Rev Earl is grateful he could serve the congregation during Rev Andy's sabbatical. He thanked staff at previous service and expresses gratitude for all who helped make his time with VUU a good experience. He perceives that VUU is a different, healthier church than 5 years ago and believes VUU will weather any storms. Moment of prayer to remember this is a church, and while we have business, it is a different institution.
- Janice expresses VUU's gratitude for Rev Earl and the seamless transition during Andy's sabbatical.

Finance Report

Start: 6:45 Time: 0:38

DeeAnne updates Board on current financial status, projections, and corrective actions.

Message of the September Finance Report is that we are no better off than previous month, in fact, in worse shape. At end of September, we had real concern about making payroll, which hasn't happened in a long time. We were 30K behind on revenue, expenses were 11K ahead, so we are about 24K behind budget. Our savings account was depleted and we were well over in property expenses. We did not pay denominational dues or pension. Per Board's request, Special Funds Committee moved cash from reserve funds; these were paid back on the day of payroll. Congregation responded to the call for pledge payments and, ultimately, the reserves were not needed.

Pledge Report: 37 people have paid nothing on pledges, 44 are a little behind, and 22 are behind. 65 pledging units have paid less than half since beginning of year.

Finance committee discussed this financial situation with the congregation at service. DeeAnne presented reality to congregation, requesting more pledge funds be paid sooner than later. Plan to also do this via email blast and newsletter. Currently, we are paying bills on a week to week basis, so we can make payroll. We are delaying due payments until we feel it is possible.

Plan to ask Rev Andy to do a Compassion in Action Sunday when he's back. DeeAnne will group pledge shortfalls and communicate with them to get them caught up before end of November. If we have 2 average collections week in October, we should be on track by end of the month, but won't get us ahead any further. Will still be pinching cash and delaying payments.

Finance Committee's current strategy is to rely on Congregation to accelerate pledge paying. Some Board members express this is an uncomfortable position. Questions are raised: *Do we need to cut expenses? Create a short term reserve fund?*

Finance Committee discussed getting a Line of Credit from Gateway, but the vote was defeated (3 to 3). Other ideas were not discussed in detail.

David S. joins meeting regarding Finance Committee's discussions. Re-casting the mortgage he believes is better option than line of credit. Presents "raising revenue" as the solution and personally approaching those who are behind on pledges. VUU has no group responsible for "collection" of pledges.

Board agrees urgent action is needed. *Do we have a structural problem? Who is responsible on an ongoing basis for pledge collection?* Another consideration is that we don't want to step on the upcoming toes of the capital campaign.

Carl says in the near term, it would be good to send everyone who is behind on email, reminding them it is the end of the year, confirm that VUU is looking at shortfall, and ask if you are behind on pledge? Some time this week, we'll do follow up calls, keeping pastoral aspect at heart of conversation, ask if congregant is okay. Discuss what are the capabilities of Breeze software, can it capture when people plan to give, automate pledge notice (either thanks for keeping up, or checking in). DeeAnne says we are sending out quarterly messages with pledge statement.

Year 2017 pledge will be a calendar year pledge. Need to help people understand end of pledge year and new pledge cycle.

DeeAnne is confident we will make payroll this week. But can't say confidently we will make it the following payroll in November.

Carl is also on Special Funds. From a liquidity perspectives, he states it is fairly easy to get the funds, but agrees we need to establish contingency plans.

Stewardship Report

Start: 7:25 Time: 0:04

Carl A. presents Board with preview of planned campaign.

- Sign ups have started for Volunteer Day during homecoming weekend. Beginning motivational prep for pledge campaign.
- Reaching out to Byon to assist in making pledge process available on website. Plan to have laptop at service to help people make their pledges.
- Want to capture pledge-makers intentions for how frequently they plan to pay their pledges (weekly, monthly, annually). Also want to encourage people to automate pledges through bill pay.
- This year, committee is not planning an major expenditures for the campaign (ie no dinners).

Linkage: Congregational Conversation 11/6

Start: 7:30 Time: 0:02

Janice reviews potential agenda for Congregational Conversation

- Open with what good things are happening.
- Musette will present on highlights of Member Survey
- DeeAnne will report on financial status

Board Policy Review & Changes

Start: 7:33 End: Time: 0:12

Barbara and David present revisions and clarifying suggested language revisions. Make point that edits are designed to be consistent with other previous revisions. Working on defining what is a capital campaign. Janice raises question about 10% of operating budget of the first year of the campaign, and questions that congregational approval is required to initiate capital campaign.

David states that the last 2 capital campaigns were approved by the congregation. Currently, there is nothing in bylaws or policies to require approval.

Member Survey

Start: 7:45 Time: 0:21

Musette reports on summary of survey responses so far (details available to congregation). Shares some raw data and Discusses next steps. 93 responses this year so far. Survey will be open until October 31st.

Board Calendar and Board Goals 16-17

Start: 8:07 Time: 0:06

Review Board Goals and assign lead member to begin work on suggested next steps.

1. Policy Governance Goal — Barbara will be leader.
2. Multi-year planning to support the mission (involves discussions about finances, cash flow, property and will work closely with Rev Andy. DeeAnne will be leader.
3. Financially supporting mission, vision, ends (involves planning next steps weekend). Janice will be leader.
4. Improving Use of Minister's Report. Paul will be leader.
5. Janice & Kay communicating regarding Next Steps weekend, possibly Feb 4th-5th or Feb.11th-12th. Feasibility study possibly April 22nd-23rd. Rev. Andy will need to approve these dates.

Consent Agenda

Start: 8:14 Time: 0:01

Paul moves to approve prior meeting minutes and DeeAnne seconds. The motion passed unanimously at 8:14.

Action Items/Wrap Up

Start: 8:15 Time: 0:02

1. David will call Chris S tomorrow to address need for immediate solution on how to get cash on hand available by November 15th.
2. Carl & DeeAnne will work together to craft an email to congregation regarding pledge payments to date. They will communicate with volunteers to help with phone calls if necessary.
3. Finance Committee need to propose solutions to budget crisis.
4. Janice will give Sue agenda for Congregational Conversation. Also, she will contact Johnnie/Marci to inquire if a cafe or other food fundraiser is planned.
5. All - give Barbara input directly regarding Policy Changes
6. Janice will contact consultant Kay Crieder to discuss best practices around having policy about seeking congregations approval for capital campaign.
7. Musette will communicate if survey findings warrant a 5th Board Goal.

8. Prior to next meeting, each person assigned to a Board Goal will present board with High Level path/steps to approach/achieve goal.

Adjournment

Paul moved and Musette seconded to adjourn the meeting. The motion passed unanimously at 8:18 PM.