



FUUCA Board of Trustees

Meeting date: **Tuesday, February 21, 2012 from 6:30 PM to 9:30 PM**

Location: FUUCA

Purpose/Notes: Regular scheduled meeting

Agenda:

1. Committee business

1.1. Chalice Lighting and Opening Words Chris Jimmerson / 2 min

1.2. Reading of Board Covenant page 4 Chris Jimmerson / 2 min

Documents:

- boardcovenant.pdf

1.3. Confirm Timekeeper and Process Evaluator Ann (process eval)
Klondike (time keeper) Chris Jimmerson / 2 min

1.3.1. Welcome Joe Sullivan Chris Jimmerson / 2 min

1.4. Approve Agenda and Consent Agenda Brendan Sterne / 2 min

1.4.1. Updated Board Skills / Expectations and Board Commitment Susan Thomson

Documents:

- Bd skills expectations 2012.doc pages 7-8
- Board Commitment.doc page 9

1.4.2. Updated Board Meeting Procedures Brendan Sterne

Documents:

- Procedures for Board Meetings (Abridged) v2.docx page 10

1.4.3. Approve Senior Minister Housing Allowance Allocation Sean Hale

See attached document.

Documents:

- Minister housing allowance II-12.doc page 11

1.4.4. Revised Interpretations of Hospitality Ends Meg Barnhouse

Documents:

- Ends Interpretation 1.27.12.docm pages 12-21



Brendan Sterne

1.4.5. Approve January Minutes

Documents:

- Minutes_1_17_2012.pdf pages 22-25

1.4.6. Finance and Operations Reports

Sean Hale

Documents:

- DoFO report II-12.doc pages 26-30

1.5. Visitors Forum

Chris Jimmerson / 10 min

1.6. Recognition of Church Volunteers and Staff

Brendan Sterne / 2 min

1.7. Moment with Meg

Meg Barnhouse / 10 min

2. Old business

No Old business

3. New business

3.1. Assessing the Past (Monitoring)

Chris Jimmerson

3.1.1. Interpretation and Monitoring of Ends 2.3 "Financial Planning / Budgeting"

Meg Barnhouse / 20 min

Documents:

- limit interp 2-3 Financial Planning II-12.doc pages 31-32

3.1.2. Interpretation and Monitoring of Ends 2.4 "Financial Conditions & Activities"

Meg Barnhouse / 20 min

Documents:

- limit interp 2-4 Financial Conditions II-12.doc pages 33-36

3.2. Snacks

Klondike Steadman / 15 min

3.3. Learning and Creating the Future

Chris Jimmerson

3.3.1. Review Proposed Congregational Survey

Brendan Sterne / 15 min

Documents:

- FUUCA 2012 General Survey v1.pdf pages 37-47

3.3.2. Updates - Linkage Event

Chris Jimmerson / 10 min

3.3.3. Future Focus Topic: Almost Church Revitalized, Chapter 4

Margaret Borden / 30 min



4. Committee business

4.1. Action Items Brendan Sterne / 5 min

4.2. Process Evaluation Chris Jimmerson / 5 min

4.2.1. Discussion with Joe Sullivan Chris Jimmerson / 10 min

4.3. Reading of Board - Executive Covenant Documents: Chris Jimmerson / 2 min

- Board Executive Covenant.pdf page 48

4.4. Extinguishing the Chalice and Closing Words Brendan Sterne / 2 min

With the Values, Mission and Ends of First UU Austin foremost in mind, we covenant...

- To respect our time together by being focused, prepared and timely
- To listen actively, and address concerns directly
- To trust that each is acting in good faith
- To show compassion, respect boundaries, and enjoy each other's good humor
- To keep confidentiality when it is requested
- To be called back into covenant
- And at the end of our deliberations, to speak with one voice

Meeting Preparation & Process Guide

This guide is intended to help each board member attend to the quality of the board’s performance at its meeting. Each meeting will have a designated meeting observer who will facilitate the board’s collective monitoring of its performance at the conclusion of the meeting.

Today’s date: _____

Instructions: **S** indicates Satisfactory, **NI** indicates Needs Improvement, and **UNS** indicates unsatisfactory.

Preparation

The board was prepared for this meeting. S NI UNS

Agenda

The agenda dealt with the board’s job only, issues and intended outcomes were clear & well timed, and action items were assigned with deadlines. S NI UNS

Participation

Each board member had an adequate opportunity to participate in discussion and decision-making. S NI UNS

Board Chair

Board chair kept to the agenda and facilitated answers to questions & issues. S NI UNS

The board adhered to its adopted governance values & style:

Emphasized outward vision: S NI UNS

Encouraged diversity in viewpoints: S NI UNS

Exercised strategic leadership more than overseeing administrative detail: S NI UNS

Maintained a clear distinction between Board and staff roles: S NI UNS

Used collective decision making: S NI UNS

Looked to the future: S NI UNS

Treated all with courtesy, fairness, and dignity: S NI UNS

Work religiously grounded and in UU tradition of right relations S NI UNS

Comments:

Evaluator: _____

Form Revised: January 2008

Adapted from PSWD Meeting Checklist

Questions to Consider

Preparation:

- Were all pertinent materials included in the board packet?
- Was the packet available at least five days before the meeting?
- Does the board appear prepared for the meeting?

The Agenda:

- Does it deal with the board's job only?
- Were the issues and intended outcomes clear for each item?
- Was allotted time appropriate for each item?
- Were decision-making methods intentional and appropriate?
- Is follow-up (Where we go from here?) assigned and deadline specified?

Participation – all have adequate opportunity to participate in discussion & decision-making:

- Did some people talk too much? Some too little?
- Did anyone appropriately intervene when either of these things was happening?

The Board Chair:

- Keep to the agenda?
- Facilitate answers to questions and issues?
- Hold their viewpoint to the end?

FUUCA Board of Trustees
Skills, Qualities, Characteristics
Expectations
2012

Skills, Qualities, Characteristics

=====

- Excellent active listening/communication skills
- Ability to focus on outcomes, long range vision, and broad policy rather than on activities and operational details
- Ability to see potential in and through challenges and problems
- Moral courage and ethical integrity to hold self and other board members accountable
- Willingness to engage in continuing training to develop skills as a board member
- Ability to be a non-anxious presence
- Demonstrated dedication to Vision / Mission (might not have held leadership position within the church but has accepted responsibilities and carried through)
- Willingness and ability to put the advancement of the church as a whole over specific church constituencies
- Comfortable with Email
- Non-profit board or management experience helpful (at least some board members)
- "People person"; enjoys interacting with, listening to and working with others
- Basic knowledge of financial statements
- Family/loved ones are aware of and back the commitment required

Time Requirements

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- Attend monthly board meeting of approximately 3 hours in length
- Be present at up to 2 weekend retreats (1 day or 1.5 days)
- Attend 5-7 meetings with congregation (congregational, pre-congregational, linkage)
- Commit to additional time and duties if serving as an officer
- Engage with the congregation several times per month by participating in the life of the church
- Be present and available to members regularly on Sundays
- Participate in stewardship
- Prepare and post materials for agenda items as necessary at least 5 days prior to the board meeting
- Read all board packet materials, including assigned chapters of books being reviewed by the board, in advance of meetings
- Deliver tasty snacks as assigned.
- Engage in Policy Based Governance training and self-development, including reading Governance and Ministry by Dan Hotchkiss.
- Be available to attend week long Southwest District leadership training (Dwight Brown Leadership Experience) if time and personal circumstances allow
- Respond as requested to email communications among board members, participate in conference calls that may be arranged and serve on internal board committees as needed, which may require additional time and effort.

FIRST UU OF AUSTIN BOARD OF TRUSTEES EXPECTATIONS OF COMMITMENT

As a prospective member of the First Unitarian Universalist Church of Austin Board of Trustees, I am willing to commit to the following:

- Make our church my primary volunteer commitment beyond normal family obligations
- Treat the mission of our church as my primary fiduciary responsibility
- Participate with other trustees in reading and discussing articles and books by prominent church writers, to understand more fully the nature and character of faith communities
- Meet with our minister to develop a spiritual discipline in order to distinguish our board from that of a secular organization
- Share my time, treasure and talents as generously as possible
- Embody the belief that our congregation should function from an attitude of abundance and not scarcity
- Recognize in my participation on the board the important law of congregations, which is “Churches that reach out will thrive. Those that focus on their own members will eventually decline.”
- Encourage newer and younger members to bring new ideas and assume leadership roles, thereby helping our congregation adapt to a rapidly changing world
- Be willing to take risks to further our mission and enhance congregational life
- Recognize that a leader’s role is not to please everyone
- Encourage and support as many new ideas as possible.
- Engage in honest and forthright discussion and questioning during board meetings, but when a board position has been accepted by vote, support the board position. As in our congregation, the board works in covenantal relationship.

Procedures for Board Meetings (Readers Digest Abridged Version)**Meeting Prep**

- A. Board members shall be provided with a binder containing Board Policies, Church Bylaws and other relevant documents.
- B. Board members are expected to bring the binder to all board meeting.
- C. The Board Secretary shall provide updated copies of these documents for the board members, as updates are approved.
- D. The Board President and Secretary produce the agenda. Members should submit items for consideration at least 2 weeks in advance of the meeting and include the policy number(s) for any board policies that would apply.
- E. Reports and materials for all agenda items should be posted to mycommittee.com at least 7 days in advance.

Rules for Discussion

- A. It is the responsibility of ALL Board members to see that the meeting stays on time, and to ensure everyone has an equal opportunity to speak.
- B. The Chair may recommend certain ground rules for discussion such as:
 - time limits for individual comments;
 - use of a queue or “round-the-table” process for those wishing to speak in order
- C. If at any time it appears that a topic will extend beyond its allotted time, the time keeper shall halt the discussion and will notify the Chair, who will propose to either:
 - defer further discussion to a future meeting; or
 - suggest an additional amount of time for discussion on the topic.
- D. Little or no discussion is anticipated for topics on the Consent Agenda. Board members should notify the President as well as the person presenting the item at least 36 hours in advance, if they see reason for discussion on a Consent Agenda topic. In rare circumstances such as when questions or concerns have not been adequately addressed in time to provide prior notice, a board member may request discussion at a board meeting

Rules for Consideration of Monitoring Reports

- A. Carefully study the monitoring reports when they are made available (at least 7 days in advance).
- B. Try to get your questions / concerns addressed directly.
- C. If there are parts of the monitoring report you want discussed, send e-mail notice to the President and Secretary identifying the part(s) of the monitoring report that you wish discussed at the meeting.
- D. The President or Secretary will prepare a compiled list of submitted questions or concerns. The Chair will then facilitate discussion only on those policies that received question/concern.
- E. Following discussion any portions of the monitoring report deemed unacceptable and/or policies identified for revision will be noted.
- F. Generally the Board and Senior Minister will NOT attempt at the meeting to redraft interpretations or policies. These will be assigned to prepare revisions for consideration at the next board meeting.

In case of doubt about procedures or rules, know that good covenantal behavior is appreciated at all times.

Minister's Housing Allowance for 2012

February 21, 2012

Meg Barnhouse

The official board minutes every year should show, by law, the specific figure for the senior minister's housing allowance.

Rev Meg Barnhouse hereby proposes that \$30,000 of her Salary and Housing be designated as Housing Allowance for the minister.

**Ends Interpretation (part 1 of 3)
First UU Church of Austin
January 13, 2010**

First UU Church of Austin is an intentionally hospitable community where:

All people are treated with respect and dignity

"Intentionally hospitable" means that, in addition to attending to the comfort, growth, joy, challenge and inclusion of those who attend our church, we become visible in an inviting way to the whole Austin community. We make our services as accessible as we can.

For a description of how to treat one another with respect and dignity we can use our Covenant of Healthy Relations, which explains it in detail. We encourage children in Religious Education classes to have their own covenants. Our board, minister, and staff all have covenants clarifying what they mean by treating one another with respect and dignity. (See appendix for all covenants.)

Metrics for this end will include tracking the number of visitors over the course of the year, not only to the church itself but to the web site and the Facebook page. We will query the residents within our zip code to see if they are aware of the church's presence in the neighborhood.

Further metrics include reporting on any breach-of-covenant letters sent out, along with stories of reconciliation between and among congregants, staff and minister as those may occur.

All people of goodwill are welcomed

"People of good will" are those who currently have the capacity to participate in a covenantal community, and who want the best, not only for themselves, but for the church. The "Disruptive Behavior Policy" describes behavior of those who are not currently capable of participating in a covenantal community, behavior that is destructive to the church. (See appendix for Disruptive Behavior Policy.)

"Welcomed" means that people are acknowledged in a friendly way when they come in to the church. They trust that there is a place for them at this church and that it is a good thing that they are here. We will have greeters who welcome those who come on Sunday mornings. Our building will be attractive and easy to navigate. Attention will be paid to increasing accessibility for those with hearing, vision or mobility issues. A visitor's table will be staffed with people who particularly look for visitors, giving them a special welcome and whatever information they might want about our congregation. We will have a church greeter during the week, during office hours, so people who come into the building during those times will be made to feel

welcome and given the assistance they need as far as we are able to assist them. Our web site will be attractive and easy to use, with up-to-date information for visitors and for members.

People are supported in times of joy and need

When significant life events occur in the lives of the people in this faith community, the church will be involved to the extent that members request it. The Caring Ministry will send notes, bring food, and arrange rides within reasonable limits. The minister will provide pastoral care as she is able. This will include office visits, home visits, lunches, hospital visits, emails, phone calls and Facebook exchanges. She may call upon members of the Listening Ministry for assistance. Whenever the church knows of a member struggling with illness, they will experience some contact from the church. Memorial Services and receptions, Child Dedication Services, and Marriages will be offered to members at no cost. The minister will offer to members as many as three counseling sessions, after which point she will refer to a professional therapist, psychiatrist or life-coach.

Metrics may include numbers of people served by the minister, along with the Caring and the Listening Ministries. We will also count the numbers of weddings, dedications, memorial services and counseling sessions provided by the minister.

People find connection with one another in fellowship

“Fellowship” is the sharing of thoughts, life events and feelings with others in the context of a spiritual community which welcomes conversation and questions about truth and meaning. If people are finding connection, they will become more committed to and engaged with the church if they are able to do so.

Metrics may include numbers of visitors becoming members, the number of members participating in small groups, Adult RE classes, worship, service opportunities and social events. Patterns of volunteering and giving also serve as indicators of how well people are finding connection. We will also count the number of members we lose in a year so we will know how we are doing on member retention.

We are fully engaged and generous with time, treasure and talent

“Fully engaged and generous with time, treasure and talent” means that church participation represents a significant part of members’ lives; that participation is characterized by abundance,

according to each person's means; that people volunteer in church activities, provide financial support, and apply their special skills to their volunteer work

Metrics may include the development of a skillfully-constructed congregational survey that will be conducted on an ongoing basis so that each person gets surveyed once every three years. It would measure different kinds of engagement such as the average number of hours the person participates in church activities each week. We may also track and measure the changes in financial giving patterns, track and measure attendance in church activities such as worship services and classes, and gather stories and testimonials reflecting generous engagement.

We invite people of good will to find a spiritual home with us

“A spiritual home” is a place where a person may explore issues of life, death, truth and meaning. It is a place where deep connections may be made with others and with the Spirit of Love, the Spirit of Life. A spiritual home is an environment where we and our children learn about our religion, its values and its heritage. We will encourage those already in this church to reach out to others they feel would be able to covenant with this community, enhancing it, benefiting from it, and joining us in living our principles and our mission.

Metrics for this would include numbers of visitors and new members who first came because of an invitation from someone already attending.

We engage as UUs in public life

We identify as Unitarian Universalists at work and as we volunteer in the community. Our faith is overtly a part of who we are as we live our lives. We become comfortable and confident in our identity. We go out in a group to make our values visible in the Austin community. We wear our “Standing on the Side of Love” t-shirts when we go out together in such a group. The minister will call for participation in public actions from the pulpit and in her other communications with the congregation. She will work with the Social Action Ministry to organize events, service trips, street theater and other means of living our values in the Austin community.

Metrics for this end will include counting the number of times the church “leaves the building.” We will report the number of calls to action the minister makes to the congregation, and the number of times UUs work together with the Social Action Ministry on justice projects.

[Last Updated: January 27, 2012]

APPENDIX I – Congregational Covenant of Healthy Relations

As a religious community, we promise:

- To nurture the spiritual growth of people of all ages in our church.
- To keep communications with one another direct, honest, and respectful in a spirit of compassion, love, and trust.
- To support our church with generous gifts of time, talent, and money in gratitude for the fellowship, joy, and inspiration we receive.
- To be present with others through life's inevitable transitions.
- To make our church a safe place to express our deepest fears and our greatest joys.
- To forgive ourselves and others when we fall short of expectations, showing good humor and the optimism required for moving forward and calling ourselves back into covenant.
- To engage with the larger world to promote justice and peace.

We acknowledge and commit ourselves to the work of sustaining our beloved community, welcoming all in good faith, and ministering to each other.

Thus do we covenant with one another.

APPENDIX II – Staff Covenant

In service to the mission of the church, we will work together as a team, trusting one another's good intentions, supporting one another, and attending to our own integrity.

We will make room for fun.

We will communicate with one another and with church members in a clear, respectful and timely way.

Our presence will be professional, non-anxious, patient and friendly.

We will do our best to make our work environment unified and solution-oriented.

When we make mistakes we will forgive ourselves and one another and move on.

APPENDIX III – Board Covenant

With the values, mission, and ends of First UU Austin foremost in mind, we covenant ...

- To respect our time together by being focused, prepared, and timely
- To listen actively, and address concerns directly
- To trust that each is acting in good faith
- To show compassion, respect boundaries, and enjoy each other's good humor
- To keep confidentiality when it is requested
- To be called back into covenant
- And at the end of our deliberations, to speak with one voice

APPENDIX IV – Board and Minister Covenant

We, the leadership of First UU Austin do covenant to:

- Treat our time together as spiritual practice
- Work collaboratively to clarify, assess and further our mission
- Presume good faith in all our interactions
- Publicly support one another's decisions and leadership
- Address concerns directly with each other in a timely manner and encourage others in the church to do the same
- Conduct ourselves openly and respectfully in times of agreement and disagreement
- Enjoy each others good humor
- Speak with one voice
- And agree to be called back into covenant

APPENDIX V – Disruptive Behavior Policy

Background

First Unitarian Universalist Church of Austin strives to be an inclusive community, affirming our differences in beliefs, opinions and life experiences. Openness to a wide variety of individuals is one of the prime values held by our congregation and expressed in our denomination's purposes and principles.

However, concern for the safety and well-being of the congregation as a whole must take priority over the privileges and inclusion of the individual. To the degree the disruptive behavior compromises the health of this congregation, our actions as people of faith must reflect this emphasis on security. When any person's physical and/or emotional well-being or freedom to safely express his or her beliefs or opinions is threatened, the source of this threat must be addressed firmly and promptly, even if this ultimately requires the expulsion of the offending person or persons.

Disruptive behavior

Disruptive behavior may include one or more of the following:

- Perceived threats to the safety of any adult or child;
- The disruption of church activities;
- Diminishment of the appeal of the church to its potential and existing membership.

Each member of the congregation has an interest and responsibility in the prevention of disruptive behavior. However, the senior minister holds ultimate authority and responsibility for ensuring that we, as a community, respond effectively, consistently, and in accordance with our values and principles.

Urgent situations

We consider any situation to be urgent if the disruption is both significant plus presently active or likely (e.g., involving a person with a history of behaving disruptively in similar circumstances).

If an immediate response is required, this will be undertaken by the board president whenever available. If the president is not available, it is preferable for the response to be handled by a board officer or any key staff person. In the absence of the aforementioned parties, the leader of the group involved has authority to act.

Action may include issuing a temporary expulsion: asking the offending person(s) to leave for as little as a day or as long as a month. If the offending person does not leave immediately and by her or his own free will, the Police Department may be called to issue a Criminal Trespass Warning.

Any time any of these actions are undertaken without the minister's direct involvement, the minister must be notified. The person(s) who carried out the response on behalf of the church

shall present a brief report (e.g., quick email or voicemail) immediately and a full written report as-soon-as-possible and no later than 5 business days afterwards.

In the case of temporary expulsions exceeding 24-hours, appeals may be made to the minister according to the process described below.

In the case of temporary expulsions involving persons with an established relationship with the church, the minister or her designee will follow up with that person to confirm whether the situation was handled appropriately and determine whether any further action is merited (corrective or otherwise).

Non-urgent situations

Situations not requiring immediate response will be referred to the senior minister in writing.

The minister may, at her discretion, investigate the situation personally or delegate the investigation and the development of a recommended response to an ad hoc advisory committee.

Persons identified as disruptive will be dealt with as individuals; stereotypes will be avoided.

Efforts shall be made to provide the accused person the opportunity to provide their perspective and version of situation.

To aid in evaluating the situation, the following points will be considered:

- DANGEROUSNESS - Is the individual the source of a threat or perceived threat to persons or property?
- DISRUPTIVENESS - How much interference with church functions is going on?
- OFFENSIVENESS - How likely is it that prospective or existing members will be driven away?

To determine the response, the following points will be considered:

- CAUSES - Why is the disruption occurring? Is it a conflict between the individual and others in the church? Is it due to a professionally diagnosed condition of mental illness?
- HISTORY - What is the frequency and degree of disruption caused in the past?
- PROBABILITY OF CHANGE - How likely is it that the problem behavior will diminish in the future?

Responses shall be determined on a case-by-case basis. However, the following three categories of response are recommended:

1 – A WARNING – The minister or her appointee shall communicate with the offending individual the concerns and the behavior changes necessary to avoid stronger consequences in the future.

2 – TEMPORARY EXPULSION - The offending individual is excluded from the church premises and/or specific church activities for a limited period of time, with reasons and the conditions of return made clear.

3 – PERMANENT EXPULSION - The offending individual is permanently excluded from the church premises and all church activities.

In the case of any response stronger than a warning, the minister will make a written report to the Board of Trustees.

The Expulsed

Should any person under expulsion come onto the church premises or appear at an off-campus church activity, all church members have the duty and authority to immediately contact the police to have the person removed with all due haste. In such circumstances, a criminal trespass warning or criminal trespass citation should be requested.

Appeals

The appeal of expulsion must be made in writing to the senior minister.

Any appeal must be made by excluded party personally. The request must contain information concerning the rationale for appeal such as:

- 1 - a statement of understanding of the reasons for which s/he was excluded and
- 2 - an explanation in detail how circumstances and conditions have changed, such that a reconsideration of the case would be justified.

The appeal of a temporary expulsion may be made immediately.

The appeal of a permanent expulsion may be made no sooner than six months afterwards. In the event that appeal is not granted, any subsequent appeals may be made no sooner than one year following the person being informed of a negative decision on the previous appeal.

As a church operating with policy-based governance, the board of trustees will not generally receive or entertain appeals unless a clear violation of board policy or bylaws has occurred. One can consult board policy and the bylaws on the church website.

Criminal and violent behavior

Criminal and violent behaviors go beyond the scope of this disruptive behavior policy and the church has a zero tolerance for them. In the case of those behaviors that pose a physical threat to people or property, or other serious and imminent criminal acts, all members have the authority and duty to contact the police immediately.

[Last updated by Sean Hale for Rev. Meg Barnhouse on 10/4/2011.]



FUUCA Board of Trustees

Meeting date: **Tuesday, January 17, 2012** **Started: 6:30 PM** **Ended: 9:30 PM**

Location: FUUCA

Purpose/Notes: Regular scheduled meeting

Chaired by: Chris Jimmerson

Minutes rec. by: Brendan Sterne

Attendance:

Present: Meg Barnhouse, Margaret Borden, Ann Edwards, Luther Elmore, John Franks, Sean Hale, Eric Hepburn, Chris Jimmerson, Rose Ann Reeser, Klondike Steadman, Brendan Sterne, Eric Stimmel, Susan Thomson

Regrets:

Absent:

Late:

Guests:

(none)

Meeting Documents:

- DoFO report I-12.doc
- DoFO report XI1-11.doc

Meeting Minutes:

1. Committee business

1.1. Chalice Lighting and Opening Words

Susan Thomson

Status: Completed

1.2. Reading of Board Covenant

Susan Thomson

Status: Completed

1.3. Confirm Timekeeper and Process Evaluator

Eric Hepburn

Status: Completed

1.4. Approve Agenda and Consent Agenda

Susan Thomson

A minor amendment to the minutes from the last meeting: a correction on the names of which volunteers were being recognized last month.

Motion was approved as amended.

Documents:

- Minutes_12_20_2011.pdf

Status: Completed

1.5. Visitors Forum

Susan Thomson

Status: Completed

1.6. Recognition of Church Volunteers and Staff

Susan Thomson

The board recognized the outstanding volunteer work of Bill Walters, Vanessa Macdougall, Sharon Moore, John Payne

Status: Completed



1.7. Moment with Meg

Meg Barnhouse

Meg shared her appreciation for the terrific Installation weekend. She loves the Stole. Her family thoroughly enjoyed the weekend.

Status: Completed

2. Old business

No Old business

3. New business

3.1. Assessing the Past (Monitoring)

Susan Thomson

Status: Completed

3.1.1. Interpretation and Monitoring of Ends 1.4.1 "Radically Hospitable Community"

Meg Barnhouse

Meg presented her interpretation of intentionally hospitality (attached). Meg walked the board through the interpretation document.

On "...is a radically hospitable community where: All people are treated with respect and dignity":

- There were questions about what does it mean to be 'Radically Hospitable'? Are we really ready to be Radically Hospitable or just Hospitable?
- Meg stated that her interpretation of what the congregation wants regarding Radical Hospitality is not actually so Radical, but mainly doing Hospitality properly (i.e. put up proper signage).
- A proposal was made to change 'radically hospitable' to 'intentionally hospitable'.

On "We engage as UUs in public life":

- Rose-Ann asked about the lack of a Metric for this
- Eric H proposed counting the number of times we use the church banner in public, and how many member attend public events in attire that identifies them as UUs or church members.
- Luther desired more specificity for this item.
- Eric H proposed to count the number of times the minister called to mobilize the church to participate in public life.

On "People feed supported.."

- Susan asked about the level of involvement of the minister in supporting congregants.
- Klondike asked for less specificity regarding what the caring ministry will accomplish.

Brendan Sterne proposed a Motion to change the wording from "radically hospitable" to "intentionally hospitable". Motion was seconded by Rose-Ann Reeser. Motion was approved 5 to 3.

Brendan Sterne did a short presentation on the Unity Church survey, and suggested we adapt it and try to do it this spring. The Monitoring Workgroup will bring an adapted survey to the next board meeting.

Documents:

- Ends Interp pt 1 of 3 I-12.doc

Status: Completed

3.2. Snacks

Margaret Borden

Status: Completed

3.3. Learning and Creating the Future

Susan Thomson

Status: Completed



3.3.1. Future Focus Topic: Almost Church Revitalized, Chapter 3

Margaret Borden

Eric H raised the issue of whether keeping the past president on the board is a recipe for conservatism. Luther expressed that he thought it was fine to have past president on the board, and for former board members to serve again.

Sean pointed out that it more about the characteristics of the individuals.

Rose Ann spoke about the historical helpfulness of the stages of VP, Pres, Past-Pres. But that this process will age-out.

Brendan raised the issue of 'A Covenant of Leadership' which includes:

- Being willing to take risks
- An attitude of abundance
- Saying 'yes' to as many ideas as possible

There was a discussion about the level of giving and engagement for board members, i.e. generous within your means.

There was a discussion about what is the boards role vs executives regarding a culture of permission.

Status: Completed

3.3.2. Linkage: Discussion of Notes From September Linkage on Doing Justice

Margaret Borden

There was a discussion about the 5 purposes of linkage, and what the goal of the next linkage event should be.

The board decided that the linkage event would be about the congregation getting a chance to interpret the Ends.

Documents:

- fuucafejustice.doc

Status: Completed

3.3.3. Board Development: Review and Update of Board Skills and Expectations

Susan Thomson

The board split into groups to discuss suggestions for updates to this document.

From Skills could remove:

- Time Management Skills
- Ability to stay focused

From 'are expected to' could remove:

- Special notes

Could add:

- Open to attending DBLE
- Active in the life of the church

Suggested the wording "specific church constituencies" instead of "personal agendas".

There was general approval of the covenant of leadership as described in "The Almost Church Revitalized" p25.

The Policy Workgroup will synthesize the input and draft a revision to the board skills document

Documents:

- Bd skills expectations.doc

Status: Completed

3.3.4. Policy Work: Accessing Funds in an Emergency

Brendan Sterne

Brendan, Eric H, and Luther to begin looking at Bylaws changes regarding access to our savings in an



Emergency.

Status: Completed

4. Committee business

4.1. Action Items

Brendan Sterne

- Monitoring Workgroup will bring an ends survey to the next board meeting.
- The Policy Workgroup will synthesize the input and draft a revision to the board skills document for next board meeting.
- Margaret to craft the linkage event framework and put article in newsletter
- Brendan, Eric H, and Luther to begin looking at Bylaws changes regarding access to our savings in an emergency.
- Meg will send revised interpretations of 'intentional hospitality'.
- All will read chapter 4 of 'The Almost Church Revitalized' for next meeting

Status: Completed

4.2. Process Evaluation

Eric Hepburn

Status: Completed

4.3. Reading of Board - Executive Covenant

Susan Thomson

Status: Completed

4.4. Extinguishing the Chalice and Closing Words

Susan Thomson

Status: Completed

Monthly Operations Report to FUUCA Board of Trustees January 14 – February 16, 2012

Office & Staff

- Weekday Volunteers – Ann Edwards, Nancy Groblewski, Mary Ann Stafford, Kathryn Govier, Joseph Hunt, Mary Patrick, and Mary Jane Ford continue helping us regularly in the office during the week.
- Monthly Staff Workshop – At our December staff workshop, we continued to study and discuss Myers-Briggs types and how that knowledge can help us professionally and personally.
- Welcome Desk – Kathryn Govier and George Denny have begun volunteering at the welcome desk on a regular basis. We are grateful for their help.

Finances & Data

- Internal Audit Committee – I have continued to coordinate my schedule with the IAC and pull documents for them as requested.
- Quickbooks Cleanup – Jamie Schroeder, our bookkeeper, and Sandy Tennant, a Quickbooks Pro Consultant, have wrapped up the bulk of our clean up of the books. I plan to do a final check and review next week before closing the 2011 books for good. Although the work they've done would not be visible to most people, it was necessary in order to maintain accuracy.
- Annual Government Filings – January is a hectic time of year for our bookkeeper because many annual filings come due. Jamie made sure that everything got processed and sent to the government, and to staff in the case of W2s, on time.
- Annual UUA Certification – I have sent our annual data update to the UUA, based on our December 2011 data. Our membership, as of the congregational meeting, was up 10% versus the year before to a total of 465. Our RE enrollment was up 283% versus the same time last year, to 298.
- Electric Rates – The proposed Austin Energy rate changes would have a significantly negative impact on churches, low income families, and the environment. Our Green Sanctuary Committee remains active on this issue, especially Dale Bulla, Beki Halpin, and Richard Halpin, including lobbying the whole City Council and attending a variety of meetings. I'm very grateful for their active support and action on this issue.
- Giving Statement Mailing – Hats off to Jamie Schroeder, Henry Hug, Doris Hug, Joseph Hunt, and especially Nancy Groblewski for their support in getting out the annual giving statement. The mailing of the Jan-Dec 2011 giving statement had an extra level of complexity because of the addition of a pledge confirmation sheet. Manually merging three different lists, which our database forces us to generate separately, can really create a headache. Henry, Doris, and Joseph all lent valuable support. Jamie and Nancy had critical roles in making sure everything happened in timely and accurate way.
- Survey Monkey – At the board's request, I have set up a Survey Monkey account. They will use the account to conduct an annual survey of the congregation, as part of their monitoring and linkage.

- Insurance Review – We’re in the process of renewing our insurance policy. By adding a \$350 umbrella policy, we were able to qualify for a discount that brings our net annual rate down by \$1,000. I’m exploring with our agent an expansion of some portions of our coverage such as additional bonding for people who handle money.
- 2011 Worship Attendance—John Franks and Nancy Groblewski handled the data entry of our worship attendance for last year. Overall, worship attendance has risen 44% versus last year (average 209), and 30% in the fall versus spring of this year.

FUUCA Attendance, 2-sermon Sundays only, 2011			
	total units	total Sundays	average
Jan 1 - Aug 14	4786	18	266
Aug 15 - Dec 31	4816	14	344
Average Jan - Dec	9602	32	300

Facility & Hardware

- Welcome Center Update – We have completed the build phase of this project; painting and floors remain. We intend to consult with a professional designer, shortly, so that our choices for colors and materials reflect the warm welcome we want everyone coming through the door to feel.
- Welcome Center Painting – Allen Pope applied primer to the walls of the Welcome Center in advance of Meg’s installation to give everything a clean, fresh, uniform look. He’s also agreed to do the final paint job.
- Grounds Keeping – Bill Walters of the Grounds Committee has negotiated a good new contract with Clean Air, which has kept our grounds attractive and trimmed for the last couple of years. Heavy rains have prevented Clean Air from working during the last few weeks, but they will return as soon as the ground is dry enough.
- Safety & Parking – Joseph Hunt fluffed the sand under the swing set (to help reduce injuries). He also spread fresh mulch over the SW unpaved parking area (the recent rains had washed much of the old mulch away).
- Courtyard Lights – John Payne has made some much needed and appreciated improvements to the courtyard lights.
- IT Updates – Our Information Technology Team continues to make hardware and software updates to our network. Once complete, these updates will make future updates and maintenance much easier.

Policy

- Governing Policy Interpretation – Meg and I have worked together to interpret the board’s ends and limitations policies. The formal, written interpretation of board policies is an important part of policy-based governance. It ensures good communication and transparency. While time-consuming up front, we expect that it will improve long-term impact because everyone will have shared expectations. This month we have worked particularly on the limitations policies related to finances.

- Service Animals – Questions were raised at the January church council meeting about a member who brings her dog to church. That member and I subsequently talked and she explained that her dog is a service animal. I have researched the issue and determined that she has satisfied the requirements of the Department of Justice as articulated in the Americans with Disabilities Act for title III (public accommodations and commercial facilities). Her service animal is welcome to accompany her within the church facility.
- Sunday Morning Schedule - Taking advantage of the opportunity provided by our new Survey Monkey account, I built a survey for the congregation to gather input on the Sunday morning schedule. The results will help us provide greater context to the input we receive at the March 4th congregation-wide meeting on this subject.

Other

- Alternative Vehicle Fair – the Green Sanctuary committee plans to host an alternative vehicle fair here at the church on April 1.
- DBLE Graduates Convocation – Meg & I had dinner with our recent leadership school graduates. They gave us good advice regarding how to improve the culture of generosity and how to make better use of DBLE graduates.
- Neighborhood (Zip Code) Party – Sean Ramsey has volunteered to host a neighborhood party to build fellowship and the sense of community with members who live in his zip code. We already have a successful group at the church that has been doing this for about ten years. (If anyone reading this would like to learn more about this or possibly host such a party, just let me know.)
- Vacation – I will travel with my family to Costa Rica March 13-27 where we will stay with my wife's family.
- Class Reunion – I will travel to Idaho for my 20th high school reunion. This will happen, roughly, from August 9 to 19th.

No Update this month

- Keys & Alarms
- Memorials & Staff
- Main office configuration
- FORTH Taskforce
- Metrics Taskforce
- Mozy
- Staff Calendars

Some of my other regular activities (Reports for these usually appear elsewhere)

- One-on-one meetings with direct reports
- Board of Trustees
- Volunteer recruiting and coordination
- Management Team Meetings
- Church Council & Congregational Meetings

- Office Staff Meetings
- Monthly Staff Training
- Background checks for new employees, special volunteers
- Monthly Financial Reports
- Monthly follow up on bounced pledge autopayments
- Bimonthly meetings of the Austin Non-Profit Financial Leadership Group
- Board retreats and special meetings (average twice annually)
- Monthly NACBA meetings (National Association of Church Business Administrators)

Respectfully submitted by Sean Hale. February 16, 2012.

NEW MEMBERS IN NOVEMBER

1. Wayne Kesterson
2. Paul Simmons
3. Erin Martin
4. Katie Severance
5. Mary Patrick
6. Kathleen Lawson
7. Ronald Buford
8. Doris Buford
9. Rue Wood
10. Jon Montgomery
11. Michael Jurkash
12. Laura Windwehen

NEW MEMBERS IN DECEMBER

1. Mescal Evler

NEW MEMBERS IN JANUARY

2. Jairy Grisaffe
3. Chris Barton
4. Deborah Black
5. Mykey Arthrell
6. Margaritte Urezek
7. Jane Wray
8. James R McCall
9. Patrici Sylvana
10. Anita Teresa Costa
11. Wendy Erisman
12. Annabelle R Dillard
13. Jean M Germain
14. Ashley N Dillard
15. Lashanna L Martin
16. Audrey Lallier
17. Marsha "Sam" Elkins
18. Dan Griffiths
19. Elissa Myers
20. Susan Chichester
21. Beth Chichester
22. Ethan Love
23. Peggy Stewart
24. Tracy Ekstrand
25. Gail Daniels

RESIGNATIONS

1. 12/29 Mary MacGregor

Limitations Interpretation 2.3 – Financial Planning/Budgeting

First UU Church of Austin

February 21, 2012

Financial planning for any fiscal year or remaining part of any fiscal year shall not deviate materially from the Board's Ends priorities, risk fiscal jeopardy, or fail to be derived from a documented Long Range Staffing and Financial Plan.

Interpretation:

This limitation refers to the proposed operating budget which the executive presents to the board and congregation in December prior to the fiscal year to which it applies.

The church's fiscal year is the calendar year, January through December.

The budget shall be based on the church's ends and a documented Long Range Staffing and Financial Plan. Said plan will include a multi-year projection of activities and goals, plus the staff and financial resources required to make it happen.

For the purposes of this limitation, a material deviation shall be 5% of the overall budget.

"Risk fiscal jeopardy" refers to any financial practices that deviate significantly from best practices and which have an unacceptable likelihood of creating significant financial problems for the church. Such practices include non-payment of bills, non-payment of taxes, incurring debt without appropriate approvals, and the like.

Accordingly, the Senior Minister shall not allow budgeting that:

- 2.3.1 Fails to communicate a reasonably accurate projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.

Interpretation:

The budget proposal shall use moderately-conservative projections of revenue and expenses, grounded on the analysis of recent trends and current data. We shall present capital expenses (such as the construction of a new building), during any year that we anticipate them, separately from the operating budget.

The budget will include a narrative that explains the budget priorities.

Depending on the level of detail, planning assumptions shall be disclosed either as part of the narrative or on request. An assumption, like the discounting of pledge income by 4% for likely non-payment, would likely appear in the written proposal. Charts showing multi-year trends in

new member giving, on the other hand, would be available on request.

2.3.2 Provides less for Board prerogatives during the year than is set forth in the Cost of Governance Policy.

Interpretation:

Cost of Governance is the church's investment in our board of trustees in order to ensure it has the skills, knowledge, and dispositions necessary to effectively fulfill its role.

The executive will ensure the availability of funds for this purpose either through the operating fund (preferably) or through restricted funds that can be legitimately accessed for this purpose.

2.3.3 Plans the expenditure in any fiscal year of more funds than are reasonably projected to be available in that period.

Interpretation:

The executive shall not present an operating budget with a deficit.

[Last updated by Sean Hale for Rev. Meg Barnhouse on 1/30/2012.]

Limitations Interpretation 2.4 - Financial Conditions & Activities

First UU Church of Austin

February 21, 2012

With respect to the congregation's actual, ongoing financial condition and activities, the Executive shall not cause or allow the development of financial jeopardy or deviation from priorities established in Ends policies or Long Range Staffing and Financial Plan.

Interpretation:

The executive has responsibility for the church's day-to-day financial management.

In the course of exercising that responsibility, she shall avoid any financial practices that deviate significantly from best practices and which have an unacceptable likelihood of creating significant financial problems for the church. Such practices include non-payment of bills, non-payment of taxes, incurring debt without appropriate approvals, and the like.

The day-to-day operating expenses will follow the outlines of the operating budget, which, per limitation 2.3, shall be based on the church's ends and a documented Long Range Staffing and Financial Plan. Said plan will include a multi-year projection of activities and goals, plus the staff and financial resources required to make it happen. We aim to have a first draft of the plan ready by the end of September.

Accordingly the Senior Minister shall not:

- 2.4.1 Allow actual allocation to deviate materially from congregationally approved budget priorities, unless authorized by the Board.

Interpretation:

Absent authorization from the board, the actual operating expenses shall not deviate materially from the categories in the congregationally-approved budget.

For the purposes of this limitation, "material deviation" means 10% of the total budget.

Although we may experience minimal deviation between budget categories, total expenses shall not exceed the congregationally-approved budget total.

- 2.4.2 Borrow any amounts without prior Board approval.

Interpretation:

The executive must gain the approval of the board before taking out any loans, mortgages, lines of credit, or the like.

This limitation does not apply to the credit cards, provided that the credit cards are paid off before interest accrues and always within two weeks of receiving the bill. However, carrying a balance on a credit card that either incurs interest charges and/or would extend beyond two-weeks of receiving the bill would require board approval.

- 2.4.3 Fail to establish, maintain, and communicate an appropriate gift acceptance policy for both unrestricted and restricted gifts that includes provisions for donor-designated purposes and allows for the acceptance or rejection of gifts.

Interpretation:

The executive shall develop and keep an up-to-date gift acceptance policy. Said policy shall cover all likely kinds of gifts, including those that do and do not include donor designations.

Although we welcome the vast majority of gifts, both financial and in kind, we can not accept all gifts. Some gifts have unacceptable restrictions. Others, such as the in kind gift of an old couch, may not have a useful purpose at the church. So, the policy will include provisions for rejecting such gifts.

Said policy will be publicly available and actively communicated as appropriate.

- 2.4.4 Accept or disburse gift income that is contrary to the church's Mission, Values, and Ends and Unitarian Universalist Principles.

Interpretation:

The executive cannot, on behalf of the church, accept charitable contributions from organizations or individuals who actively work against our mission, values, ends or principles. Examples include hate groups and Fred Phelps (pastor of a church in Topeka that actively promotes hate against homosexuals).

We don't understand the board's intent regarding "disburse gift income." It is an unusual combination of words. How is the disbursal of gift income different from other kinds of disbursals (payments)? Does it mean not laundering money for nefarious organizations or individuals? Does it mean "incur expenses" for purposes contrary to our mission, etc., but only apply to gift income and not earned income like interest and rentals? Does it mean "engage in activities" contrary to our mission, etc.? Does it mean not to act as a pass-through or financial sponsor for third party organizations that don't further our mission, even if they're good organizations? Or something else?

- 2.4.5 Designate funds in manner inconsistent with the donor's intentions or in a manner inconsistent with best accounting practices.

Interpretation:

When we accept a restricted gift of money, we shall manage the accounting in such a way so as to insure that it gets used only for the intended purpose.

The financial records shall not deviate from reasonable and accurate accounting practices. In practical terms, we should be able to answer reasonable questions about the books within a reasonable time based on accurate and up-to-date records.

From time to time a donor-restricted fund becomes dormant or outlives its purpose. For example, we could no longer comply, to the letter, with a gift made (200 years ago) for the perpetual maintenance of the minister's horse and buggy. We would make every effort to work with the donor to repurpose the fund or, if we could not communicate with the donor, we would follow the law and best practices in order to best repurpose or otherwise handle such a fund.

Likewise, from time to time, in-house designated funds become dormant. The YARN Fund, on the books through the end of 2011, fits that description. In this case, we shall follow the tradition begun by the Financial Asset Management Policy of regularly reviewing the status of such funds, closing those that have been dormant for more than two years, and repurposing the money as appropriate.

2.4.6 Expend any endowment or designated funds other than for the purposes determined at time of receipt or designation.

Interpretation:

As in limitation 2.4.5, when we accept a restricted gift of money, we shall manage the accounting in such a way so as to insure that it gets used only for the intended purpose.

Additionally, we shall faithfully observe any limitations placed by the congregation upon the use of its funds.

2.4.7 Fail to maintain current, accurate, auditable financial records or to make such records available to the Board, authorized auditors or other appropriate persons as requested.

Interpretation:

As in limitation 2.4.5, the financial records shall not deviate from reasonable and accurate accounting practices. In practical terms, we should be able to answer reasonable questions about the books within a reasonable time based on accurate and up-to-date records.

The Board may have full access to the records at any time and may authorize the same access to auditors and others.

2.4.8 Fail to settle payroll and other obligations in a timely manner.

Interpretation:

Bills will get paid on time.

2.4.9 Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

Interpretation:

Our bills to the government will get paid on time. Our filings to the government will happen in a timely and accurate way.

2.4.10 Commit the church to any contract outside of approved budget authority.

Interpretation:

The executive, or her designee, may not sign contracts or make other financial commitments of operating funds that would exceed the authority granted by the congregation in the annual budget.

We often deal with multi-year contracts or contracts that extend beyond the end of the budgeted fiscal year. In those cases, the executive shall not make commitments of operating funds that exceed a moderately-conservative estimate of likely future budgets based on recent financial trends. A renewal of our multi-year photocopier contract, for example, is permitted. A long-term contract with a balloon payment at the end, such that we can afford it this year but may not be able to next year when the balloon comes due, would not be permitted.

Non-budgetary funds (e.g, restricted or designated funds), may be used to satisfy contractual obligations, always provided that said use conforms with the appropriate restriction or designation.

Introduction

Dear Members and Friends of First Unitarian Universalist Church of Austin:

Welcome to our Annual Congregational Survey. Please take a few minutes to complete this important survey. We believe you will find the experience interesting and thought provoking.

Section 1 (three questions) deals with the Goals of the Church (our 'Ends Statements'). We are interested in your perception of how the Church is doing in these important areas.

Section 2 (three questions) will provide us with information related to how you as an individual feel about your personal spirituality and how you live your life in the world.

Section 3 (one question) assesses how likely you are to recommend the church to a friend.

Section 4 (nine questions) gathers basic demographic information and church involvement.

This survey is of critical importance to both the Board and the Executive Team. We will use the results to evaluate our progress and identify areas in which we need to dedicate additional time and resources.

Your response counts. Hearing from everyone is our goal. Results will be shared with you in the fall. Thank you.

The Board of Trustees and Executive Team

Section 1 - Accomplishing our Goals (Ends)

Please tell us the degree to which you agree or disagree with each Statement presented below by checking the appropriate box next to each Statement. Your responses should reflect your perceptions at the current time. If you do not have an opinion about a particular Statement, please leave it blank.

1. First UU Church of Austin is an intentionally hospitable community where:

	Strongly Disagree	Disagree	Somewhat Disagree	Somewhat Agree	Agree	Strongly Agree
a. All people are treated with respect and dignity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. All people of goodwill are welcomed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. People are supported in times of joy and need	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. People find connection with one another in fellowship	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. We are fully engaged and generous with time, treasure and talent	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. We invite people of goodwill to find a spiritual home with us	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. We engage as UUs in public life	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 1 - Accomplishing our Goals (Ends)

Please tell us the degree to which you agree or disagree with each Statement presented below by checking the appropriate box next to each Statement. Your responses should reflect your perceptions at the current time. If you do not have an opinion about a particular Statement, please leave it blank.

2. First UU Church of Austin nourishes souls and transforms lives by:

	Strongly Disagree	Disagree	Somewhat Disagree	Somewhat Agree	Agree	Strongly Agree
a. Engaging and supporting one another in spiritual practice and growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Providing worship, programs and activities that awaken meaning and transcendence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Providing a caring, supportive and safe place to rekindle the spirit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 1 - Accomplishing our Goals (Ends)

Please tell us the degree to which you agree or disagree with each Statement presented below by checking the appropriate box next to each Statement. Your responses should reflect your perceptions at the current time. If you do not have an opinion about a particular Statement, please leave it blank.

3. First UU Church of Austin witnesses to justice in our personal lives and beyond, by:

	Strongly Disagree	Disagree	Somewhat Disagree	Somewhat Agree	Agree	Strongly Agree
a. Practicing liberal religious values in the public arena	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Empowering all people to access the richness of life	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Providing leadership to the greater UUA community to expand the reach of our movement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Partnering with the interfaith community to live our shared values	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 2 - Personal Spirituality

4. Listed below are several statements that may or may not describe you – your beliefs, feelings, thoughts, or actions.

Using a scale of 1 to 10, where:

1 = does not describe you at all

10 = describes you to a very high degree

Please rate the degree to which you currently:

	1	2	3	4	5	6	7	8	9	10
a. Believe your actions make a difference in the lives of others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Understand the relationship between your own spiritual development and your actions in the area of social justice.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Are satisfied with the positive impact you make on the lives of others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Act in a spiritual manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Believe your life has meaning and purpose.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Are satisfied with your efforts to address issues of social justice.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Feel personally connected to the Church's Ends Statements (Goals).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 2 - Personal Spirituality

5. Listed below are several statements that may or may not describe you – your beliefs, feelings, thoughts, or actions.

Using a scale of 1 to 10, where:

1 = does not describe you at all

10 = describes you to a very high degree

Please rate the degree to which you currently:

	1	2	3	4	5	6	7	8	9	10
a. Feel a sense of belonging to a religious community within the church.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Feel a sense of belonging to a community outside the walls of the church.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Believe your actions contribute to the well-being of the church.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Live out your religious values in the world.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Have an appreciation of your own talents and gifts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 2 - Personal Spirituality

6. Listed below are several statements that may or may not describe you – your beliefs, feelings, thoughts, or actions.

Using a scale of 1 to 10, where:

1 = does not describe you at all

10 = describes you to a very high degree

Please rate the degree to which you currently:

	1	2	3	4	5	6	7	8	9	10
a. Have experienced real transformation / transformative moments in your life.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Have experienced real transformation / transformative moments during the past 12 months.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Live a life of integrity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Live a life of service.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Work on issues related to your own spiritual development on an ongoing basis.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Have a sense of joy in your life.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 3 - Recommend to a Friend

7. Recommend to a Friend

Using a scale of 1 to 10, where:

1 = not at all likely

10 = extremely likely

	1	2	3	4	5	6	7	8	9	10
How likely would you be to recommend First Unitarian Universalist Church of Austin to a friend or relative?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments / Reflections (Optional)

Section 4 - Demographics and Participation

Please complete the following information about yourself.

8. Gender Identification

- Female
- Male
- Other

9. Age (years)

10. Length of time (years) attending First UU Church Austin?

11. Length of time (years) as a member of First UU Church Austin?

12. On average, how many Sunday services do you attend per month?

13. On average, how many hours per month do you spend volunteering at First UU Church Austin or at church sponsored activities?

14. On average, how many hours per month do you spend volunteering with organizations outside of First UU Church Austin?

15. The following information is used to examine the overall relationships between participation, volunteering, personal spirituality and stewardship.

If you feel comfortable sharing (this is an anonymous survey), what is your approximate annual pledge to First UU Church Austin? (Optional)

- | | | |
|-------------------------------|-----------------------------|-------------------------------|
| <input type="radio"/> < 0.5 % | <input type="radio"/> 3.0 % | <input type="radio"/> > 5.0 % |
| <input type="radio"/> 1.0 % | <input type="radio"/> 4.0 % | |
| <input type="radio"/> 2.0 % | <input type="radio"/> 5.0 % | |

16. If you wish to share any final thoughts with us please do so here:

A large, empty rectangular text input field with a vertical scrollbar on the right side. The field is light gray and occupies the top portion of the page below the question text.

Thank You!

Thank you for completing First UU Church Austin's Annual Survey. The information will be used to improve the governance, operations and effectiveness of the church. Aggregate results will be shared with the congregation.

We, the leadership of First UU Austin do covenant to:

Treat our time together as spiritual practice

Work collaboratively to clarify, assess and further our mission

Presume good faith in all our interactions

Publicly support one another's decisions and leadership

Address concerns directly with each other in a timely manner and encourage others in the church to do the same

Conduct ourselves openly and respectfully in times of agreement and disagreement

Enjoy each others good humor

Speak with one voice

And agree to be called back into covenant