

Agenda – Congregational Meeting
First Unitarian Universalist Church of Austin
Sunday, Dec 9th, 2012, 1:30pm - 3:30pm in the Sanctuary

Agenda:

1. Welcome and Call to Order, Susan Thomson – 10 min
 - a. Unison Reading of Covenant and Lighting of Chalice
 - b. Adopt Consent Agenda (Minutes from Last Meeting and Rules of Order)
 - c. Adopt Agenda

2. Update: State of the Church, Rev. Meg Barnhouse – 10 min

3. 2012 Proposed Budget – 45 min

4. Joys and Concerns – 10 min

5. Closing Reading and Extinguish Chalice – 5 min

6. Adjourn

First Unitarian Universalist Church of Austin Congregational Meeting Rules of Procedure

1. Order of Business

The order of business will follow the meeting notice unless the order of business is changed by a majority vote.

2. Means of Voting

As long as a quorum is present (ten percent of voting members of the congregation), voice votes, uncounted standing votes, or an uncounted show of hands will be used, unless the bylaws specify otherwise. Two or more people shall be designated as vote counters by the chair at the outset of the meeting in the event that a vote count is needed. Written ballots will not be used without a two-thirds vote. All matters will be determined by the number of votes cast by members present and voting, as long as there is a quorum, unless the meeting notice allows absentee voting.

3. Presentation of Items

A Board Member or the appropriate Committee Chair will move the action items as printed in the meeting notice.

4. Amendments

No one may offer an amendment until there has been at least ten minutes of debate on the main question as moved, unless no one else wants to speak to the main question or it is a clarifying amendment. Anyone making an amendment must give it to the chair in writing before it is discussed. Paper and pencil will be provided; those requesting assistance will be provided assistance.

5. Time limits

These time limits will apply to all the business of the meeting. If no one objects, the Chair may grant minor extensions. Time limits may be extended by a two-thirds vote.

- a. No one may speak on any motion for more than two minutes or more than once as long as anyone else is waiting to speak, except that persons with special

information may answer questions with the Chair's permission.

- b. No item will be discussed in the meeting for more than 30 minutes. Discussion time will be divided equally by alternating between speakers at microphones designated pro and con. One microphone will be designated for point(s) of clarification or amendments.
- c. No one may call the previous question if there are persons waiting to speak at both the pro and con microphones and the time for discussion is not over. If the Chair sees no speakers at the con microphone, then the Chair may call for a vote.
- d. Every person must speak at a microphone.

6. Budget Motions

Anyone making a motion concerning the budget must give it to the Chair in writing and must provide for reduction in specific categories equal to any increase in spending in the motion. A simple majority vote is required to adopt motions concerning the budget.

7. Items Not in the Meeting Notice

Items of a substantial nature which are not in the meeting notice shall not be considered. Committees with items of substantial importance must have the item prepared far enough in advance for inclusion in the meeting notice.

8. Amending the Rules of Procedure

These rules of procedure will be adopted by a majority vote and may be changed during the meeting by a simple majority.

9. Adjournment

The meeting will adjourn no later than two hours or at such time as a quorum is no longer present after the Chair has called the meeting to order. The meeting may be extended in 15-minute increments by a simple majority vote for as much as one additional hour.

Minutes from May 20th, 2012 First UU Austin Congregational Meeting

1) Welcome and Call to Order (1:30pm)

Chris Jimmerson led the 60+ attendees through a reading of our Covenant of Healthy Relations. Sally Scott moved to approve the consent agenda (including past minutes, and current agenda). **Motion carried unanimously.**

2) State of the Church

Chris Jimmerson introduced Rev Meg Barnhouse.

Rev Meg Barnhouse gave a presentation on the State of the Church. Including highlights such as:

- Completing the Bridge Builder Action Plan
- Great attendance at Forum in the Sanctuary
- Increased fellowship in Howson Hall on Sundays
- 80 new members, with most attending new member orientation
- Lots of social justice activities, that involve the church leaving the building
- Working on a culture of generosity
- Challenge grant of \$30,000 for startup of a Director of Membership and Communications
- New welcoming entrance to the church
- Search underway for new Director of Lifespan Development
- and much more

3) Board of Trustee Elections

Pat Walters, chair of Nominating Committee moved the slate of nominees for 2012-2013 Board of Trustees, as printed in the meeting materials (copied below). **Motion carried unanimously.**

President-Elect:	Bruce Barker (2 year term)
Treasurer:	Mike LeBurkien (1 year term)
Secretary:	John Franks (1 year term)
Trustee 2012-2015:	Michael Kersey
Trustee 2012-2015:	Russell Smith
Trustee 2012-2013:	Ken Pfluger (completing one year of John Franks' 3-year term while John serves as Secretary)
Trustee 2012-2013:	Carolyn Gremminger (completing the remaining year of Rose Ann Reeser's term)

Pat Walters, chair of Nominating Committee moved the slate of nominees for 2012-2013 Nominating Committee, as printed in the meeting materials (copied below). **Motion carried unanimously.**

Phil Hastings: 3-year term

4) Joys and Concerns

Several members shared joys and concerns.

Respectfully submitted by Brendan Sterne, Secretary, Board of Trustees,
20/05/2012

**2013 Budget Proposal
First UU Church of Austin
For the Congregational Meeting on December 9, 2012**

Dear Members,

The enclosed budget proposal for 2013 looks much like the 2012 budget. It allows us to continue paying staff appropriately and make gradual progress towards our shared goals as a community.

Staff Compensation

The UUA (our national, denominational office) has recognized an increased cost of living in Austin. This budget proposal adjusts staff compensation to maintain it at fair compensation levels, consistent with UUA recommendations for our church size and location.

Ministry

This budget increases the minister's compensation, consistent with the UUA's recommendation and board's salary decision, and it has eliminated the expenses related to publications (which are now part of the work of the Director of Membership and Communications). It also adds a position on Sunday morning for professional audio operation.

Religious Education

This department has fewer paid positions for the coming year now that we use volunteer teachers like almost every other UU church. However, it adds a new paid position of teacher coordinator (to provide support to our volunteer teachers) and increases childcare hours (to respond to increased activity on Sunday mornings and on Wednesday evenings).

Membership and Communications

This is the new department in our budget, with responsibility for ensuring a robust path to membership process from a new person's first visit through their first year of membership. It also encompasses our print publications (bulletin, order of service, newsletter) and electronic publications (website, e-blasts, Facebook, etc.). This department is run by our new, full-time staff person Carla Jo Schaefer.

The bulk of the expense of this department next year will be paid by the gifts and matching funds raised by the congregation in the spring. Those will pay for roughly the first nine months of operations. The expense that appears in the budget is the portion that we will pay with the operating budget once the fund created by those gifts runs out.

Ministries

Your ministry teams requested an additional \$30,000 to enhance their work in the coming year with projects that include increasing our annual gift to the UUA, improving our grounds, continuing to enhance worship services, and more. Unfortunately, the projected income for 2013 is insufficient to increase our ministry budgets this year. This will be the fourth year in a row that these expenses are frozen.

Covering the budget shortfall

The generous outpouring of new and increased pledges have significantly reduced what had been a very worrisome budget gap. We are very grateful for everyone's pledge, especially those from individuals and families who are giving at levels that are generous within their means.

Despite many new and experienced members giving generously and increasing their pledges, those increases have not kept pace with the growing cost of living. Special pledges over the last two years, bridge pledges from members and a special match from staff, expire this year and the growth in regular pledges has not yet covered them.

We've exhausted the ways we can reasonably increase revenue in time for the deadline to present this budget. That leaves either making budget cuts or finding alternative funding to cover the budget gap. We decided that it would be contrary to our values to balance the budget by paying staff less than fair compensation. Doing such a thing would also damage morale and run the risk of expensive turmoil and turnover.

Earlier this year, the church received a significant bequest from the estate of Martha Leipziger. As per our policy for handling bequests that we receive with no strings attached, we allocated 10% to the church's Justice Fund, 10% to the church's Savings Fund, and the remainder to the Living our Mission Fund.

In order to fund this year's budget, rather than making cuts or failing to compensate staff appropriately, we will reallocate a portion of the bequest that we had dedicated to the Living our Mission Fund. The bequest had no strings attached, so we can do this. However, it is not a sustainable strategy for the long term.

Making the budget work in the long term

Over the longer term, we remain optimistic about this congregation and its ability to increase its giving levels to match its ambitious mission and goals (ends). The wisdom we've received is that it generally takes about two years for positive changes to be reflected in increased giving.

We can point to several specific causes for hope coming down the pipeline:

- Meg will complete her second year of ministry with us in August 2013.
- The religious education program is experiencing more stability, volunteer participation, and youth participation in the past 6 months, under the guidance of Mari Caballero, than it had in the previous 4 years. If these changes continue and hold, then we can expect to see their impact on pledging following the summer of 2014.
- Carla Jo Shaefer, our first Director of Membership and Communications, began in September and has already begun putting systems in place to plug the holes in our member retention (we lost an average of 16-18% of our members every year in the two decades prior to the dismissal – 10% is a more normal rate).
- More than half of our members are making multi-year pledges. Of those, the median increase over three years is more than 25%! This points to a higher level of commitment all around and to a broadening base of households that are giving generously within their means.

Efficiencies

Finally, we will continue to seek efficiencies in the way we accomplish your mission and goals. Many of the budgets that were cut in 2009 and 2010 remain frozen. Nonetheless, we believe we may yet find additional ways to increase productivity. We have called in UUA large church consultant Stefan Jonasson to come look at how we do things and give us an analysis of additional ways we could be using your money and the church's space more effectively. Any changes need to be made sanely and with good breathing room, though, not in haste and panic.

If you have any questions, comments, or concerns about the proposed 2013 budget, or about anything else, please contact us directly.

Sincerely,

Meg Barnhouse
Senior Minister
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512-452-6168 x 304

Sean Hale
Director of Finance & Operations
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2013 First UU Church Budget Proposal (v 11/19/12)

Budget Year

2012

2013

INCOME	CURRENT Year Budget	Proposed Budget
Contributions		
Forum	\$ 2,000	\$ 850
Pledge		
Pledge (as of 11/19)	\$ 496,907	\$ 521,939
Those who will pledge soon	\$ 10,044	\$ 22,117
New Member Pledges	\$ 17,230	\$ 28,811
Unpaid pledges, est 3%	\$ (15,725)	\$ (17,186)
Bridge Pledges (only 2011 and 2012)	\$ 35,500	\$ -
Matching Pool (2012 only)	\$ 9,200	\$ -
Sunday Plate	\$ 44,000	\$ 56,000
Other Contribution Income	\$ 14,000	\$ 10,000
Rental	\$ 44,000	\$ 44,000
Misc. Income	\$ 2,500	\$ -
Fundraiser	\$ 15,000	\$ 15,000
Interest & Dividends	\$ 300	\$ 100
SUBTOTALS	\$ 674,955	\$ 681,631

EXPENSES

Departments		
Ministry	\$ 140,052	\$142,349
Music	\$ 87,696	\$94,738
Religious Education	\$ 116,406	\$127,967
Membership & Communications		\$11,855
Program Support	\$ 213,261	\$228,774
Infrastructure	\$ 77,052	\$82,284
Ministries		
Governance & Accountability	\$ -	\$ -
Churchwide Outreach Project	\$ -	\$ -
Congregational Care	\$ 50	\$ 50
DLRE Search Committee	\$ -	\$ -
Facilities	\$ 20,000	\$ 20,000
Fellowship	\$ 1,000	\$ 1,000
Forum	\$ 250	\$ 250
Gallery	\$ -	\$ -
Grounds	\$ 6,000	\$ 6,000
Library	\$ -	\$ -
Media	\$ 625	\$ 625
Membership	\$ 500	\$ 500
Nominating	\$ 1,000	\$ 1,000
Social Action	\$ 1,500	\$ 1,500
Stewardship	\$ 2,250	\$ 2,250
Worship Services	\$ -	\$ -
Special Event Fundraiser	\$ 1,000	\$ 1,000
Other Operating Fund		
Income Offsets	\$ 8,000	\$ 8,000
Misc Expenses	\$ 5,000	\$ 5,000
Charitable Contributions	\$ 12,100	\$ 12,100
SUBTOTALS	\$ 693,742	\$ 747,242
Net Budget Income/Expense	\$ (18,787)	\$ (65,611)
Reallocation of Bequest	\$ -	\$ 42,406
Paradox Players Transfer/Pledge	\$ 6,000	\$ 6,000
Savings Fund Transfer to Operating Fund	\$ 13,118	\$ 17,206
Net Change to Operating Fund	\$ 332	\$ 0