

Agenda – Congregational Meeting  
First Unitarian Universalist Church of Austin  
Sunday, May 4<sup>th</sup> 2013, 1:30pm – 2:30pm in the Sanctuary

1. Welcome and Call to Order, Michael Kersey – 10 min
  - a. Unison Reading of Covenant and Lighting of Chalice
  - b. Adopt Consent Agenda
    - Rules of Order
    - Minutes December 15, 2013 congregational meeting
  - c. Adopt Agenda
  
2. Update: State of the Church, Rev. Meg Barnhouse – 10 min
  
3. Congregational vote on Board of Trustee and Nominating Committee candidates – 30 min
  
4. Joys and Concerns – 10 minutes
  
5. Closing Reading and Extinguish Chalice – 5 minutes
  
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 Dec 15<sup>th</sup>, 2013 First UU Austin Congregational Meeting

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

Michael Kersey, First UU Board of Trustees President, led the 60+ attendees through a reading of our Covenant of Healthy Relations. He moved approval of the consent agenda and (including minutes for the 12/9/2012 and 5/5/2013 congregational meetings and current agenda). **Motion carried unanimously.**

## 2) Call for return of ballots on Second Sunday Special Collection Recipients for 2014

Peggy Morton provided an overview of the Second Sunday Special Collection and called for a return of ballots for the selection of recipients for 2014.

## 2) Bridge Builder Action Team – Final Report

Margaret Borden presented a final report for the Bridge Builder Action Team. The Bridge Builder Action Team has completed all of the activities listed in an action plan developed with congregational consultant Rev. Pete Steinke. The most significant Bridge Builder Action Team accomplishments include our mission statement, healthy relations covenant, and governance changes.

## 2) State of the Church

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

- Successful canvas
- Continued growth in membership
- Update on Girls of School of Austin as week-day tenants
- Creation of Facilities Research Group, comprised of diverse and knowledgeable members, to research the pros, cons, costs of building more space in our current location or moving to another location in central Austin. The Facilities Research Group will be hosting multiple Town Hall meetings with the church community in January and will be making a recommendation in the spring based on their findings.

## 3) 2014 Proposed Budget

Sean Hale introduced the 2014 proposed budget. He indicated that income to date is coming in according to budget and better than last year in part due to the rental income from the Girls School. He indicated that expenses are in line with the budget. Sean thanked the Stewardship committee for their outstanding work.

Sean highlighted some items in the proposed budget, including:

- Pledging is up 8%.
- Increased budget allocation for doing justice up from 13% in 2013 to 17% in 2014.

## **Minutes from Dec 15<sup>th</sup>, 2013 First UU Austin Congregational Meeting**

- Compensation adjustments for a handful of staff identified as being paid under the living wage for Austin.
- Funding for an on-site staff person every Friday night and Saturday morning and professionally-operated sound on Sunday morning to increase hospitality and consistency.
- Operating budget now includes Paradox Players, Camp UU, and Special Plate which have not previously been part of the operating budget.

Sean also noted that the additional income from the Girls' School of Austin (GSA) for this year only and not part of the proposed budget allow us to make a significant investment in our Living Our Mission Fund and also provide additional funds for facilities and grounds to address wear and tear associated with hosting the school. In addition \$10,000 of the GSA monies will be made available to ministries and committees for new initiatives that can have the biggest impact on our mission and ends.

Peggy Morton asked a question about how the \$10,000 for ministries would be allocated.

Rev. Barnhouse reiterated that this is a special circumstance where the monies are available for this year only. She and the Management Team have received the proposals from the ministries as part of the budget proposal and will meet with Board President, Michael Kersey, as a representative of the congregation, to make a decision before the end of the year about how the \$10,000 will be allocated.

A congregant moved the budget as presented.

**Motion approving the 2014 budget carried unanimously.**

### **6) Joys and Concerns**

### **7) Closing Reading and Extinguishing Chalice**

Michael Kersey read a closing reading and adjourned the meeting.

## First UU of Austin Nominating Committee Slate 2014/2015

Board		
<b>President</b>	✓	Carolyn Gremminger
<b>President Elect</b>	★	Angela Smith
<b>Trustee (2012-2015)</b>		Russell Smith
<b>Trustee (2012-2015)</b>		Ken Pfluger
<b>Trustee (2012-2015)</b>	✓	Dwayne Windham
<b>Trustee (2013-2016)</b>		Julie Paasche
<b>Trustee (2013-2016)</b>		Steve Swinnea
<b>Trustee (2013-2016)</b>	★	Glenn Williams
<b>Trustee (2014-2017)</b>	★	Dorothy Roark
<b>Trustee (2014-2017)</b>	★	Marsha Sharp
<b>Trustee (2014-2017)</b>	★	Sean Ramsey

Nominating Committee		
<b>Chair (2012-2015)</b>	✓	Phil Hastings
<b>Member (2013-2016)</b>	✓	Lisa Carrell
<b>Member (2014-2017)</b>	★	Elizabeth Gray
<b>Member [Board appt] (2014-2015)</b>	✓	Susan Thomson
<b>Member [Board appt] (2014-2015)</b>	★	Michael Kersey

Key	
★	<i>New nominee</i>
✓	<i>Current member, new position</i>

## Proposed Motions Congregational Meeting May 2014

At this meeting the congregational will be voting on:

- a slate of nominees for service on the church's Board of Trustees,
- a President-Elect of the Board of Trustees for 2014-2015, who will also serve as President of Board of Trustees for 2015-2016,
- Congregational representatives to the Nominating Committee.

The Nominating Committee is responsible for identifying persons to fill Board level leadership positions within the church.

### Background

The governing Bylaws of First Unitarian Universalist Church of Austin state that “the election of officers and members of the Board of Trustees and the election of Nominating Committee, as well as the transaction of other business shall take place at the spring semi-annual congregational meeting of the church. The time and place of the meeting shall be set by the Board of Trustees. The Nominating Committee will present a recommended slate of candidates at the meeting.”

Furthermore, the First UU Church of Austin Bylaws state that:

“A President Elect shall be elected at the spring semi-annual congregational meeting to a two-year term, one served as President-Elect and the following year as President.”

“The Nominating Committee shall consist of five voting members of the church, two appointed by the Board of Trustees, and three elected by the congregation.

The Bylaws also state that the Church Board of Trustees shall consist of “nine Trustees who shall serve staggered terms of three years each. Three Trustees shall be elected at the spring semi-annual congregational meeting;” however, for today's meeting, because we are still in the process of moving towards electing three board members for three year terms, the Nominating Committee has presented five candidates for the Board of Trustees.

A full list of Board of Trustees and Nominating Committee membership for 2014-2015 is available as part of the meeting packet.

## Proposed Motions Congregational Meeting May 2014

### Proposed Motions

- 1) The Congregation of First UU Church of Austin accept the slate of Board of Trustees candidates as presented by the Nominating Committee; specifically, the following candidates with their terms of service in parentheses:
  - Dwayne Windham (2014-2015)
  - Glenn Williams (2014-2016)
  - Dorothy Roark (2014-2017)
  - Marsha Sharp (2014-2017)
  - Sean Ramsey (2014-2017)
  
- 2) The Congregation of First UU Church of Austin accept Angela Smith as President-Elect for 2014-2015 and as President of the Board of Trustees for 2015-2016
  
- 3) The Congregation of First UU Church of Austin accepts the following as congregational representatives to the Nominating Committee, with their terms of service in parentheses:
  - Lisa Carrell (2014-2016)
  - Elizabeth Gray (2014-2017)