

May 8, 2016

Pre-Congregational Meeting Packet

The attached documents are drafts of the agenda and applicable documents proposed for the June 5, 2016 Congregational Meeting. For the pre-congregational meeting, we will move through the agenda and these topics for discussion but without a vote.

Agenda – Congregational Meeting
First Unitarian Universalist Church of Austin
Sunday, June 5th 2016, 1:15pm – 2:15pm in the Sanctuary

1. Welcome and Call to Order, Angela Smith – 10 min
 - a. Unison Reading of Covenant and Lighting of Chalice (Page 3)
 - b. Adopt Consent Agenda
 - Rules of Order (Pages 4-5)
 - Minutes December 2016 congregational meeting (Pages 6-8)
 - c. Adopt Agenda

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

3. Congregational vote on Board of Trustee candidates – 30 min (Slate page 9, Bios pages 10-13, Motion pages 14-15)

4. Joys and Concerns – 10 minutes

5. Closing Reading and Extinguish Chalice – 5 minutes

6. Adjourn

A COVENANT OF HEALTHY RELATIONS

As a religious community, we promise:

To Welcome and Serve

- By being intentionally hospitable to all people of good will
- By being present with one another through life's transitions
- By encouraging the spiritual growth of people of all ages

To Nurture and Protect

- By communicating with one another directly in a spirit of compassion and good will
- By speaking when silence would inhibit progress
- By disagreeing from a place of curiosity and respect
- By interrupting hurtful interactions when we witness them
- By expressing our appreciation to each other

To Sustain and Build

- By affirming our gratitude with generous gifts of time, talent and money for our beloved community
- By honoring our commitments to ourselves and one another for the sake of our own integrity and that of our congregation
- By forgiving ourselves and others when we fall short of expectations, showing good humor and the optimism required for moving forward

Thus do we covenant with one another

Approved at congregation meeting May 5, 2013

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

December 13, 2015 Congregational Meeting

First Unitarian Universalist Church of Austin

1) Welcome and Call to Order (1:20pm)

Angela Smith (chair) called the meeting to order. Check-in of voting members (70) totaled more than the number required to establish a quorum (578 certified members).

Angela led those in attendance in a unison reading of the Covenant of Healthy Relations and the lighting of the chalice.

Kirk Overby was introduced as guest parliamentarian

Consent Agenda (Meeting Procedure Rules and Minutes from May 3, 2015 Congregational Meeting) was approved

Agenda: Carolyn Gremminger added before budget item. Agenda approved.

2) Minister's Report – Meg Barnhouse

Thanked congregation for giving at same rate as last year, but noted that budget will not be able to raise salaries to the midpoint salary target. Midpoint salaries are policy so not in compliance. Need additional \$63K in budget to be able to provide midpoint salaries to staff.

Member rolls are now accurate. Most of the names removed were done so because of families moving away and not submitting resignations.

At present size if congregation is somewhat limited by space limitations. With new sanctuary space for 500, on track to reach long range plan of 1000 members and spin off new church. Current seating capacity is about 350 but gets "crowded" at about 250.

Caring Ministry has been restructured to be similar to Social Action (three leaders).

Highlight for year was successful Sanctuary action. Meetings to gauge interest in becoming a Sanctuary Church did not get representative sample of input. Need to come to some decision as Sanctuary impacts building plans.

The building team and architects have found that past renovations have produced cracks in RE wing walls. Architects have a plan to remediate the problem. Also need to enlarge some water mains for added fire protection.

3) Split the Plate Balloting

Wendy Erisman reminded everyone that ballots for next year's split the plate organizations would be due at end of meeting. Rank 10 organizations. The yes/no notation on the organization descriptions show whether the organization is a current Split the Plate awardee.

4) Carolyn Gremminger

Carolyn talked about a new initiative to provide a "clearinghouse" for church volunteers. A process will be set up to interview congregants to determine abilities and match to available opportunities.

5) Budget

Chris Jimmerson noted that extra donations and challenge enabled budget to be the same as last year's.

Revenues other than stewardship are based on last year's numbers unless an item is known to have changed. For instance there may be some loss of rental income due to building renovations.

Some changes in staff budget have moved between Ministry, RE and Program Support. This is done to better reflect actual staff effort.

Q: What % increase is needed to get to midpoint. A: UU provides guidelines geographically. About 3-5% extra needed. Staff did receive about a 2.5% raise last year.

Q: When is the next opportunity to increase salaries? A: Next year unless more revenues are found. Then a special congregational meeting could be called to change budget.

Q: What is happening with Lauterstein-Conway parking agreement? A: The agreement has been renegotiated to move spaces so that Church parking will not be as impacted as it is now.

Q: How much do we pay to UUA and what is expected? A: We are currently sending \$15K. A church our size would need to send \$65K as our fair share.

It was noted that the congregation may be fundraising weary and furthermore many are not experiencing a rise in their personal income. Cost of living stratification.

Q: What is current shortfall? A: Through October revenues have trailed budget by about \$25K. This is mostly due to less than expected revenue.

Sean Ramsey (Treasurer) moved approval of proposed budget. Motion passed on voice vote with no one opposing.

6) Joys and Concerns

Angela encouraged everyone to help find a solution to support staff.

Carolyn Gremminger asked for thoughts for Karen Cleary who has been hospitalized.

Richard Halprin encouraged the Church to be more involved in environmental issues.

7) Closing Words, Extinguishing the Chalice, and Adjournment

Meeting adjourned at 2:10pm after a closing reading by Sarah Cleary.

Recorded by: Steve Swinnea, Secretary

Nominating Committee Slate 2016/2017

Board of Trustees

| | |
|------------------------------|---------------------|
| President | Marsha Sharp |
| President Elect* | Jairy Grisaffe |
| Trustee (2014-2017) | Dorothy Roark |
| Trustee (2014-2017) | Nancy Dittmar-Stout |
| Trustee (2014-2017) | Sean Ramsey |
| Trustee (2015-2018) | Jill Wiggins |
| Trustee (2015-2018) | Sarah Cleary |
| Trustee (2015-2018)** | Jennifer Knudsen |
| Trustee (2016-2019)* | Dan Griffiths |
| Trustee (2016-2019)* | Scott Butki |
| Trustee (2016-2019)* | Phil Hewitt |

*Nominee

**Nominee serves term for Jairy

Nominating Committee

| | |
|-----------------------------|------------------|
| Member (2014-2017) | Elizabeth Gray |
| Member (2015-2018) | Margaret Roberts |
| Member (2016-2019) | Eric Stimmel |
| Member (2016-2017)** | Angela Smith |
| Member (2016-2017)** | Julie Paasche |

*Nominee

**Board Appointee

Scott found Unitarian Universalism about 12 years ago while, in a blending of personal interest and newspaper journalism, he suggested a package of stories about folks shopping for the right religion. He visited most types of religion and reported in a column on which felt so-so, which felt wrong and which were just odd. (At one he was given a free bottle of honey, a gift for all new members.) The Sunday the column ran he decided to try one more church suggested by a friend: a UU church in Frederick, MD. It was love at first sight, and despite the flooding of offers to try this or that church, UUism was his choice and remains so.

He joined First UU about eight years ago after moving to Austin, and soon after he was hired to work as the assistant religious education director with particular focus on middle and high school classes and doing work for adult religious education, including documentary film discussions. That job ended when he found full time work following his calling and interest: working with teenagers with special needs. He spent several years just enjoying being a member of church without obligations.

He grew more active in the church in recent years, serving as assistant to the high school class, volunteering for serving food to homeless men at the Austin Resource Center for the Homeless (ARCH) and doing social justice work. Presently he is co-facilitating the Welcoming the Congregation class, co-chair of the ARCH events, co-facilitator of White Allies for Racial Equity, leading a chalice circle and doing media and outreach for the social justice team.

He has a rule that for each thing he adds, he delegates two other things to others. Thus, due to the possibility of being elected to the board he has decided not to teach any additional classes or groups after the Welcoming class and the chalice group end in May.

He brings to the board excitement and curiosity about current issues, especially about the sanctuary decisions; experience from serving in such a variety of posts; and good relations with all three ministers, having worked on a variety projects with each and all.

He is honored to be nominated to the board of the church which has meant so much to him.

Dan and his wife, Sam Elkins, began attending First UU in 2011 and became active members in 2012. Being involved in the First UU community is a family goal, and attending UBarU retreats, Men's Fellowship Breakfasts, Public Affairs Forums, and supporting fundraising events and the arts have all been enriching, spiritual experiences. Dan has served on the Finance Team developing budgeting tools and facilitating the church's transition of conventional investments over to sustainable funds.

Dan's interest in serving on the First UU Board of Trustees stems from his personal growth through the church, coupled with 28 years of public service in state government and higher education. By collaborating with a wide array of public and private, for-profit and non-profit organizations, Dan has helped to create strategies for the nationwide delivery of adult continuing education and workforce development programs. Strengths he hopes will translate to his board service include program leadership, development and evaluation, as well as demonstrated expertise in grants funding, contracts, finance and project management. Community service through volunteerism is a priority for Dan, and he brings to the board over 15 years of experience supporting public education programs as a reading and math tutor at Austin ISD's Partners in Education and Bryan ISD's Help One Student to Succeed, in addition to serving on Texas Commission on the Arts and National Endowment for the Humanities grants and peer review panels. His formal education includes a degree in music composition from North Texas State University's School of Music and a Master of Public Administration degree from the University of North Texas.

Dan is delighted and honored for the opportunity to serve on the board as the First UU congregation continues to flourish and grow.

Phil Hewitt

First came to First UU in 1972—congregation met in what is now Howson Hall. Came for a short time, then life intervened and moved away.

When I lived in Galveston attended the fellowship there for a time in the mid/late 1980s.

Began attending Church of the River Unitarian Church in Memphis in the late 1980s thru early 90s.

Was one of the founding members of Neshoba UU Church in Cordova, TN—a suburb of Memphis in 1992. Served on the board, then became the third president of the congregation. Was president when we called our first minister, Jean Rowe. After leaving the board served on various committees, including the committee that raised the funds for the purchase of land for our church—I think it was about 6 acres. Served on Canvas Committee where I discovered that people will give you money if you ask and it is for a good cause. (Trick is that you gotta ask; we weren't bashful.) Was an active member until we left Memphis and returned to Texas.

Attended First UU during the early years of this century but left to become a member of Wildflower UU in South Austin. Active there until about 2010.

Beginning about 2010 began attending the Men's Group Breakfast meeting. (It's a great group—you get to eat bacon, eggs, and all the trimmings with the guys one Saturday a month.) Oh, and they have a really cool retreat twice a year.

My wife and I returned to First UU during the period in which the church had an interim minister. Joined in 2012. Have served as usher/greeter pretty consistently since then. Did do a little history thing as part of the anniversary celebration. Other more pressing life events/activities restricted more involvement until now.

Am looking forward to serving on the board.

Jennifer Knudsen began her UU journey at First UU of San Francisco. Her husband grew up in a UU fellowship, and she found her own place in the faith following the birth of their daughter. Following their move to Austin, she became a member of First UU three years ago. She serves as a pastoral care associate and is active in White Allies for Racial Equality.

For the last 30 years, Jennifer has been working for social justice through mathematics education. As a designer of technology-rich learning experiences for students and teachers, her focus has been making mathematics accessible to traditionally underserved students. She is currently writing a book for teachers about bringing high-level disciplinary practices to the mathematics classroom. She served as the president of her daughter's grade school site council, a Spanish-English immersion school in San Francisco.

Jennifer was born in Washington state. She graduated from Evergreen State College, a progressive liberal-arts school in Olympia, Washington. Following two Peace Corps years in Kenya, she moved to New York to study education and teach in public school. She finds spiritual sustenance through art, and works as an abstract collage artist. She will be honored to serve the congregation through this new position.

Proposed Motions Congregational Meeting June 2016

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 2016-2017, who will also serve as President of Board of Trustees for 2017-2018,

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 2016-2017 is available as part of the meeting packet.

Proposed Motions Congregational Meeting June 2016

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:
 - Jennifer Knudsen, Trustee (2016-2018)
 - Dan Griffiths, Trustee (2016-2019)
 - Scott Butki, Trustee (2016-2019)
 - Phil Hewitt, Trustee (2016-2019)
- 2) The Congregation of First UU Church of Austin accepts Jairy Grisaffe as President-Elect for 2016-2017 and as President of the Board of Trustees for 2017-2018