

Agenda – Congregational Meeting
First Unitarian Universalist Church of Austin
Sunday, December 16, 2018, 1:30 pm – 2:30 pm in Howson Hall

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| 1. Welcome and Call to Order, Sean Ramsey– 10 min | 1:30 |
| a. Unison Reading of Covenant and Lighting of Chalice | |
| b. Introduction of Parliamentarian | |
| c. Adopt Consent Agenda | |
| • Rules of Order | |
| • Minutes May 20, 2018 congregational meeting | |
| d. Adopt Agenda | |
| 2. Update: State of the Church, Rev. Meg Barnhouse – 10 minutes | 1:40 |
| 3. Call for return of ballots for 2019 Monthly Special Offerings,
Wendy Erisman – 5 minutes | 1:50 |
| 4. 2019 Proposed Budget – 20 minutes, Meg Barnhouse
and Chris Jimmerson | 1:55 |
| 5. Joys and Concerns – 10 minutes | 2:15 |
| 6. Closing Reading and Extinguish Chalice – 5 min | 2:25 |
| Adjourn | 2:30 |

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.

Meeting Minutes: Sunday, May 20, 2018

Meeting

Special meeting

Date/time: Sunday, May 20, 2018

Started: 1:30 PM

Ended: 2:30 PM

Location: FUUA

Purpose/notes:

Chaired by: Jairy Grisaffe

Minuted rec. by: Matthew Kressin

Status: Minutes drafted

Attendance

Present: Scott Butki, Maria Medina, Elias Ponvert, Nancy Dittmar, Meg Barnhouse, Dan Griffiths, Meg Barnhouse, Chris Jimmerson, Phil Hewitt, Jairy Grisaffe, Jennifer Knudsen, Tomas Medina, Leena Batra, Ken Pfluger, Gay Phillips, Jairy Grisaffe, Matthew Kressin

Absent: Elizabeth Grey, Erin Gaines, Sean Ramsey

Meeting documents

None

Agenda

1. Welcome

Quorum established with 58 members as of 1:35 PM.

Gay Phillips with opening reading.

Covenant of Healthy Relations read.

Attendance at 64 as of 1:45 PM.

Status: Completed

Personal note:

Quorum established with 58 members as of 1:35 PM.

Gay Phillips with opening reading.

Covenant of healthy relations read.

Attendance at 64 as of 1:45 PM.

2. Adopt Consent Agenda

Approved by unanimous consent.

Status: Completed

Personal note:

Unanimous consent.

Consent agenda approved

2.1. Approval of the Rules of Procedure

Approved by unanimous consent.

Status: Completed

Personal note:

Unanimous consent.

2.2. Approval of the Minutes of the Congregational Meeting of 12/17/17

Approved by unanimous consent.

Status: Completed

Personal note:

Unanimous consent.

3. Adopt Agenda

Opened for congregational input. No motions made to modify. Approved as submitted by unanimous consent.

Status: Completed

Personal note:

Opened for congregational input. No motions made to modify. Approved as submitted.

4. State of the Church

Thanks to Jairy for all of his work.

Thanks to board members, Chris Jimmerson, Laine Young, Brent Baldwin, Shannon Posern, Victoria Valdez, Kami.

Thanks to volunteers for all of the work inside and outside the church in the community.

Recognition of new mission and church goals.

Search for DRLFD success. Jules Jamarillo will be joining the church.

648 members this year.

Funding challenges. Capital campaign fund efforts noted. New members will be asked to financially support the church.

No congregational questions.

Status: Completed

Personal note:

Thanks to Jairy for all his work.

Thanks to board members, Chris Jimmerson, Laine Young, Brent , Shannon Posern, Victoria Valdez, Kami.

Thanks to volunteers for all the work in social action, internal and external work for the church.

Recognition of new mission and church goals.

Search for DRLFD success: Jules Jamarillo.

648 members this year.

Funding challenges. Capital campaign fund efforts. New member asks for financial support of church.

No congregational questions.

5. Election of President Elect

Nominating Committee Chair Margaret Borden announces nomination of Tomas Medina as President Elect.

Tomas Medina is elected by acclamation.

Status: Completed

Personal note:

Nom Com Chair (Margaret Roberts) announces nomination of Tomas Medina.

Tomas Medina is elected by acclamation.

6. Election of Trustees

Nominating Committee Chair Margaret Borden announces nominations of Leena Batra, Maria Medina, and Elias Ponvert to Board of Trustees.

Leena Batra, Maria Medina, and Elias Ponvert are elected by acclamation.

Status: Completed

Personal note:

Nom Com Chair (Margaret Roberts) announces nominations to Board of Trustees:

Leena Batra, Maria Medina, Elias Ponvert.

Elected by acclamation.

7. Election of Nominating Committee

Nominating Committee Chair Margaret Borden announces nomination of Mohan Rao to Nominating Committee.

Mohan Rao is elected by acclamation.

Status: Completed

Personal note:

Nom Com Chair (Margaret Roberts) announces nomination of Mohan Rao.

Elected by acclamation.

8. Joys and Concerns

Vicki Elstrum: praise for morning service led by youth

Gay Phillips: joy for progress in the church remodelling project

Jairy Grisaffe: joy for serving on board and as president

Status: Completed

Personal note:

Vicki Elstrum: praise for morning service led by youth.

Gay Philips: joy for remodeling progress.

Jairy Grisaffe: joy for serving on board and as president.

9. Closing Reading and Extinguishing the Chalice

Status: Completed

10. Adjourn/ Final Announcements

No additional announcements

Status: Completed

2019 Budget Narrative

The attached budget for 2019 represents a slight increase over this year, due primarily to changes in salaries based upon the UUA recommended midpoints for such salaries.

The following are a few key items:

- We are projecting that pledges toward 2019 will fall below our goal by about \$45,000.
- We are budgeting an increase in pledges by new members during 2019 because with the opening of the expanded sanctuary, we will be able to more proactively conduct outreach within our local community.
- We are projecting greater rental revenue due to negotiations we are near completing to rent to a school during weekdays during the second half of 2019.
- We are projecting revenue from the Wake Now Our Vision campaign wherein such many of our church members made legacy gifts that included the church and that qualify for partial matching funds from the campaign in 2019 and 2020.
- Ministry teams and committee budgets are budgeted to be held even with 2018 and are contained within the department within which they fall.
- We have budgeted an increase of 10% over the 2018 budget for our annual UUA contribution.
- We do not anticipate increased expenses for costs such as utilities and insurance from the building expansion as our new HAVC will be much more cost-effective and increased insurance costs have already been added this year. Any interest or note payments will be paid from capital campaign contributions.

Draft 2019 Budget
Pending the End of the Stewardship Drive

Budget Year	2018	2019	
INCOME	Budget	Proposed	
Contributions			
Pledges			
Pledge	\$ 736,299	\$ 695,000	
attrition	-\$ 24,860	\$ (20,850)	
Estimated Outstanding Pledges			
New Member Giving	\$ 40,000	\$ 48,000	
Sunday Plate	\$ 36,000	\$ 37,500	
Other Gifts	\$ 44,000	\$ 25,000	
Rental	\$ 26,000	\$ 73,650	School Rental
Activities			
Fundraiser	\$ 7,500	\$ 5,000	
Forum	\$ 700	In committee	income below
Gallery	\$ -		
*Income from Committees		\$ 6,000	
Camp UU (Hogwarts)	\$ 8,000	\$ 6,036	
Special Plate	\$ 15,000	\$ 15,000	
Paradox Players	\$ 7,950	\$ 10,750	
Interest & Dividends	\$ 2,354	\$ 2,400	
Wake Now Our Vision		\$ 45,000	
Released from Restricted (Murr)		\$ 1,500	
Restricted Funds Offset			
Annual Transfer	\$ 23,000	\$ 23,000	
Released from CC	\$ 18,000		
Total Income	\$ 939,943	\$ 972,986	

EXPENSES		
Ministry	\$ 411,507	\$ 409,678
Faith Development	\$ 194,686	\$ 237,180
Music	\$ 249,231	\$ 245,261
Administration	\$ 84,519	\$ 80,867
Total Expenses	\$ 939,943	\$ 972,986

Net Revenue or expense \$ - \$ -

* Ministry Teams and Committees income are in one line item. Expense budgets for them are the same as for 2018 and are folded into the expense totals for their related program areas.