

Unitarian-Universalist Church of Nashua, NH (UUCN)

Board of Trustees (BoT) Meeting

January 11, 2016

Present: David Hudson, Mike Wilt, Kate O'Shea, Mary Licking, Lance Pratt, Carol Wagner, Rick Spitz, Ellen McCormick, Steve Hedges, and the Reverend Allison Palm. Absent: None. Guests: Sandra Greenfield, Interim Director of Lifespan Religious Education.

The timekeeper was Ellen. Mary performed the reading for the chalice lighting. BoT members were invited to Check in. The sign-up sheet for performing the Welcome at worship services and the one for chalice lighting and timekeeping were circulated among the BoT members. David led a discussion of the proposed consent agenda, which included the minutes for December 14th, 2015. A motion carried made by Lance and seconded by Carol to approve the consent agenda.

David led the discussion regarding the White Wing Board Status report (see attached). In addition to the remarks on report submitted, he indicated 1) that the need for an interim director is not necessary because the search is underway for a new director and staff members are taking responsibility for day to day tasks a director would be expected to perform, 2) that the job description for Director is being developed with the idea that it may be a change from the one that has been in place, 3) that enrollment figures throughout the year have been steady, and 4) WW hours of operation for next year are being considered.

The Reverend Allison Palm gave the Minister's Report (see attached). The Reverend Palm noted, in addition to the remarks in the report, 1) that the newly hired bookkeeper (see report for full name), has started orientation by having a recent meeting with Sherri, who is our Administrator, and Mike, 2) there is some new furniture in the Resource Room, and 3) the service at the Huntington (see report) went well and attendance was UUs with previous connections to congregations, but not solely UUs.

David led the discussion regarding a vision for UUCN, with the focus being what is the important question, when considering a group of questions posed to the BoT. For example, What IS the question? Is it simple: "How do we live our mission?" The one discussed was, "How do we grow a rich, deeply inter-connected community when modern life seems more fragmented than ever and church seems to be a smaller percentage of our life?"

Carol led the discussion regarding a vision for the NNED, with the focus being several questions posed by the NNED (see attached report that provides a summary of answers provided by each BoT member to the NNED questions and it notes when a particular response was given by more than one BoT member). Lack of program evolution was a response that received some play in the discussion, with Sandra weighing in regarding the effects it has on RE.

Kate led the discussion regarding the upcoming Auction on March 19th. Publicity efforts were started some time ago, but getting an online presence with necessary features has not happened yet. A review of recent years is that the same 20 families alone have supported the auction. A comment was received that the practice of saving seats needs to be discouraged to make a more welcoming atmosphere. This year will provide more options for non-adults to have fun, such as a room providing games. The auction is not on a fixed date from year to year, something that could be considered for the future. Two former

auctioneers weighed in with their thoughts for improvement. The theme is books, and committees, families, etc. are encouraged to get together on an idea for dressing up in support of a particular book or group of books. The overall idea on atmosphere is that it is meant to be a church party.

New Business was the thank you note received from the church staff (see attached) regarding the holiday appreciation luncheon.

Ellen gave the timekeeper report. Closing words over the chalice extinguishing were provided by the Reverend Allison Palm. A covenantal check out was performed. Volunteers slated for BoT tasks are named in Lists #1 and #2 below. List #3 below includes upcoming dates of events and List #4 describes attachments to these minutes. Lists #1 through #4:

List #1 Words of Welcome & Church Service Announcements: January 17 Steve, January 24 Ellen, January 30 Kate, February 7 Carol, February 14 Steve, February 21 Lance, February 28 Ellen, March 6 Mary, Mar 13 Dave, Mar 20 Steve, Mar 27 Ellen, Apr 3 Dave, Apr 10 Mary, Apr 17 Steve, Apr 24 blank, May 1 Rick

List #2 BoT meetings: Chalice lighting: Feb. 8th – Steve, Mar. 14th – Lance, Apr. 11th – Kate, May 9th – Carol, June 13th – Rick; Timekeeper schedule: Feb. 8th – Rick, Mar. 14th – Steve, Apr. 11th – Mary, May 9th – Ellen, June 13th – Lance

List #3 Upcoming Dates: Event Dates Listing:

Sunday, January 17, Black Lives Matter Vespers Service and Conversation (led by the Reverend Palm), 6 – 8 pm, Chapel

Saturday, January 23, Adult Spiritual Development Retreat, from 9am-4pm lunch included capped at 50 participants (led by Sandra Greenfield and the Reverend Palm), RSVP to Sandra

Monday, February 8th, Next BoT meeting, 7:00 pm, Youth Room

Saturday, March 19th, Church Auction, Parish House

Saturday, April 10th, The Reverend Allison Palm's Installation as Settled Minister of UUCN

List #4 Attachments to these minutes:

Minutes for Dec 14, 2015 BoT meeting, White Wing Board Status Report v.1 for January 11, 2016, The Minister's Report, January 11, 2016, NNED Q&A (questions posed by NNED & answers in aggregate from UUCN BoT members), Letter of thanks from UUCN staff for Holiday staff appreciation dinner

/// End of attachments listing ///

Minutes submitted by,

Mary Licking, Clerk,

Unitarian-Universalist Church of Nashua, NH

Minutes, UUCN Board of Trustees Meeting, December 14, 2015

Please see uunashua.org, click on Our Church, then click on Governance, then click on Board of Trustees, or else

see the physical posting of the minutes in the Dining Room at UUCN,

or else inquire at the UUCN office.

White Wing Board — Status Report

January 11, 2016

Highlights

- Director Deb Castonguay announced her departure.
- Planned and executed Deb's departure announcement.
- Planned and executed interim plan for WW daily operations in absence of a director.
- Planning new administration for White Wing School and Director hunt, begun and ongoing.

Personnel Issues

- Met with WW Staff to inform them of Deb's departure, allay fears, and apprise them about what happens next.
- Met with Deb for Exit Interview.
- Met with Deb for interim planning.
- Formed Search Committee for new WW Director.
- Wrote and placed advertisement for new White Wing Director in various outlets.

Marketing and Student Recruitment:

- Completed design and placement of advertisement in NH Parenting for WW School
- In the process of writing long-term marketing strategy
- In the process of writing SWOT Report, evaluating strengths, weaknesses, opportunities, and threats for WW School.

Grants and Fundraising:

- Preparing report to UU Concord regarding usage of grant funding for NAEYC
- Prepared required acknowledgement and thank-you for Ella Anderson Grant, for various indoor and outdoor toys and musical instruments, etc.

Minister's Report to the Board of Trustees
Rev. Allison Palm
UU Church of Nashua, NH
January 11, 2016

1. WITHIN

The Unitarian-Universalist Church of Nashua is a spiritual home where members and friends experience personal transformation by: Participating in varied and meaningful common worship that nurtures, challenges, and inspires; Exploring religious values and discovering individual truths; Joining in fellowship with other members and friends.

- Average Sunday attendance so far this year: 209 (combined worship & RE); Combined Christmas Eve attendance was 322
- Planning for my Installation Service has begun. A team of eager volunteers met I plan to move \$3500 of my unused Moving Expenses to a budget line to cover expenses for the service. This may well be more than we need. (This is official notification as per Policy F)
- T-UU-sday Adult Spiritual Development Offerings have begun. The first evening had 12 participants.
- There are two RE visioning events coming up in January. One is an Adult Spiritual Development Retreat led by Sandra and I on January 23 from 9am-4pm. All are welcome to attend, but we ask that you RSVP to Sandra. The other is an RE Start Up led by the NE Region, which several members of the RE Committee will attend, along with Sandra and me.

2. AMONG

The Unitarian-Universalist Church of Nashua is a welcoming religious community for all ages where we live our mission by: Creating a beloved community where we minister to one another; Supporting and respecting one another in our daily lives and our religious journeys; Generously giving of our time, talents, and money; Being good stewards of our church resources in pursuit of our mission.

- We have hired a Bookkeeper, Lori Bonnette, who began last week. She brings a great deal of experience and is beginning training with our treasurer this week.
- The Resource Room is nearly finished, with just a few final touches left. We have begun moving supplies into the cabinets, and are now using the room for small meetings.
- I led a small group service and conversation at the Huntington, with the help of Laurie Goodman, on December 22. We had 16 residents attend, and plan to continue the group on the 4th Tuesday of each month.
- Lori Lerude and I did some work to be sure that the membership list in our database is accurate. We plan to continue this work with Stewardship and the Clerk this spring. We also have a question that we would love to hear from the Board on: How does a member get reinstated if they have previously been voted off the rolls? Does this require another vote of the congregation?

- The Stewardship Team is gearing up for the official Stewardship Campaign launch on February 7. They have been working specifically on messaging and videos over the last month. Thanks to all of you who have already made your pledge for 2016-2017.

3. BEYOND

The Unitarian-Universalist Church of Nashua is a beacon of liberal religious thought and action, making a positive impact in our neighborhood and in the world by: Promoting our values and programs so that others will hear our voice and have the opportunity to join us; Welcoming people who are seeking a spiritual home and personal transformation; Partnering with other congregations and institutions in advocating for and promoting social justice; Actively participating in regional (Northern New England District) and national (Unitarian Universalist Association) Unitarian Universalist programs and activities.

- We launched a blog on the website this month. I will be posting there weekly, as well as posting sermons. We also plan to have guest posts from other groups, including a couple of posts from Stewardship that are already up.
- There is a new Black Lives Matter Working Group associated with the Social Justice Network. I am working with them to plan a Vespers Service and Conversation for January 17 as an MLK Weekend event. We hope to host a number of events this spring.
- I have been working with a group of area clergy on an editorial on religion, ethics and the presidency. It looks like it will run next weekend in the Union Leader. The Telegraph declined to print it.

4. ORGANIZATIONAL HEALTH & EFFECTIVENESS

- Because of holiday prep work, there are no new Operational Policies to report this month.
- The staff will be doing a review of our goals on Tuesday, January 12. I will report on this next month.
- The new Strategic Advisory Team will meet for the first time on January 24.
- I took a week of study leave last week and worked on several projects. I also read a book that I would highly recommend to our church leadership: “Moving on from Church Folly Lane: The Pastoral to Program Shift.” I’ve already shared excerpts with Stewardship and our Social Justice chairs.

5. FINANCES (as of 1/3/2016)

Line Item	Year to Date	Budget	Notes
INCOME			
Endowment	\$86,389.54	\$149,662.00	
Pledges	\$134,550.97	\$283,108.00	
Other Income	\$23,762.91	\$53,600.00	
TOTAL INCOME	\$244,703.42	\$486,370.00	
EXPENSES			
Budgeted Outreach	\$1,588.46	\$3800.00	
Denomination	\$19,829.00	\$19,414.00	more members than budgeted
Board Discretionary	\$604.00	\$1500.00	
Membership	\$8,278.74	\$12,859.00	
Music	\$14,688.80	\$23,816.00	
Operations	\$81,115.58	\$127,771.24	
Outreach Disbursement	\$16,649.15	\$35,000.00	
Property	\$46,911.03	\$73,925.00	
Public Relations	\$2,821.50	\$3000.00	New sign
RE	\$36,541.38	\$78,860.00	
Search Committee	\$114.35		Late reimbursement
Social Justice	\$100.00	\$1000	
Spiritual	\$73,547.12	\$140,903.04	
TOTAL EXPENSES	\$302,789.11	\$521,848.28	
	-\$58,085.69	-\$35,478.28	Difference is holding steady

NNE Questions/Answers

1. What are the one or two things that you do best as a Unitarian Universalism congregation?

- Representing our UU values in our local community through outreach and social justice efforts
- Creating a loving community for our members that speaks to their hearts and minds
- Helping serve the less fortunate members of our community
- Enjoying beautiful, varied, inspirational, and relevant music
- Embracing and respecting all faith traditions and those among us who have a different belief system than our own
- Sharing each other's joys and lovingly holding each other through sorrows, pain and hardship
- Recognizing and addressing challenges successfully
- Having a proactive nominating committee
- Enabling lay-led services, especially in the summer, which results in a wide variety of topics for services

2. What is it that makes you so successful in this/these areas?

- A strong, social justice program coupled with members active in a variety of community endeavors
- Professional, warm, and welcoming church staff
- Vibrant Sunday morning worship
- A deep sense of engagement among congregants to support our efforts with their time and energy
- Donation of weekly collections to local causes
- Culture of service
- Recent search processes have provided insight into UU practices outside of our own church
- Bringing our best selves to church commitments
- Strong sense of community among long-term members, while welcoming new members into our community
- Outstanding and long-standing, commitment of a core group of congregants
- Strong, collaborative group of lay leaders, including RE teachers
- Good communication practices, including using spreadsheets to help identify areas in need of volunteers

3. What are your one or two most important challenges as a Unitarian Universalist congregation?

- Changing our 1950's model of church to stay relevant as society changes
- Competing with the many alternatives for people's free time, passion, and energy
- Congregational growth
- Youth retention
- Conflict recognition and resolution in a timely manner
- Broadening the stewardship base
- Updating programs and incorporating new ideas and practices
- Committees, and long-standing core groups, that do not want change or new members

4. What makes this/these areas so challenging?

- Society has changed and church is no longer the focal point of community and social life
- Competition from non-church alternatives (TV, internet, other social justice organizations, etc.)
- Reluctance towards publicizing our stories
- Appealing to youth and staying relevant for them
- Conflict recognition and resolution, although necessary, is highly emotional
- Committees that do not see why they should reach to new members or consider new/different ideas
- Financial stewardship clustered among a small percentage of members
- Reliance on our endowment
- Growing economic diversity within the congregation
- Lack of program evolution
- Understanding why we need to connect with the UUA and the benefits of this connection

5. What do you think is most important for your congregation to do to advance Unitarian Universalism in the 21st century, and why?

- Letting people know who we are and that we are there for them - being a beacon of welcoming
- Promoting our programs and successes to the larger community
- Changing our focus from internal to external
- Taking advantage of social media and technology, and being open to using them in innovative ways
- Creating a dynamic online community as well as our traditional community
- Engaging youth in discussions about growth and the future
- Being open and receptive to new ideas and practices introduced by our new Minister and our current Interim DLRE
- Selecting a high-caliber new DLRE
- Embracing our fellow UUs because strengthening them strengthens us all

Jan. 2016

Dear Board of Trustees,

The holiday dinner you treated us to was such a joy! Thank you so much for your generosity. The evening was full of fun, laughter and bonding. We are grateful to all of you for this thoughtful gift.

Many Thanks!
The UUCW Staff