

USG Board of Trustees Meeting, February 25, 2014

Members present: Marina Patrice Van Gossen, Dennis Strain, Treva Burger, Tom Ott, Andrea Parry, Ann Schoonmaker, Leni Windle, Craig Miller, Bill Williford

Non-Members present: Rev. Kent Matthies, Gloria Smith

Motion: to approve the January Minutes

Motion Approved: 7-0-0

Minister's Report: Rev. Kent Matthies met with aspiring student minister Kin Sims last year as he meets with seminarians and found him to be a quality person. Mr. Sims reached out to him when looking for a student minister placement. Rev. Kent recommends that a group of USG leaders meet with him to determine if there is a place for him here. He will organize this meeting. Princeton has agreed to pay half of his \$2700 stipend, we will look into seeing if they will pay the entire amount if we decide to offer him a placement here.

The Chalice Lighter grant process is ongoing. We have an application for a "Grow the Faith" initiative, Gloria and Scott Smith, Bob Williford and Joan Javier-Duval have been working hard on this process. They are working with Carl Bader at Wellspring who has recommended we increase our proposal which seems like a good sign that we will get funded. It would help our application if we could commit \$5000 toward the \$30,000 total cost. JPD would pay \$20,000 and we have an anonymous donor who will give \$5000. Rev. Kent is asking if the Board would commit to contributing \$5000 if we receive \$25,000 from the JPD and donor. This is a scaled back version of our original proposal, but is foundational and can be added to.

Motion: The Board authorizes spending \$5000 from the CIF general fund to match the \$5000 the anonymous donor offered in the event we receive the \$20,000 Chalice Lighter grant from the JPD.

Motion approved: 8-0-0 (one member came late)

President's Report: Tom Ott thanks Andrea Parry for working with the Nursery School and the Building and Grounds Team for removing the tree.

Motion: The Board resolves to withdraw \$10,000 from the CIF to meet our current obligations to the vendors involved in the tree removal which will cover our \$10,000 insurance deductible.

Motion approved: 8-0-0

Second Service Evaluation: Rev. Kent. Overview: research and understanding in denomination is the Sunday am attendance is very important to health of church, more important than membership. We have had a 65% increase over 10 years, but seem to have hit a plateau. We commit to have children in the service for the first part of the service. When looking at our attendance last year, we were at 80% or greater capacity on 38% of Sundays. The 80% rule says that if 80% of seats are full, visitors don't feel that there is room for them.

Analysis of first 22 Sundays this year and last year, attendance was 205 last year, 227 this year. Kent feels that energy is up, we had 555 on Christmas Eve, he would like to see us continue with two services next fall. 75 mins between the services is leaving some 9am congregants feeling isolated from the congregation. Staff is not available to visitors between

services because they are preparing for the second service. Need to focus on having coffee hour be more of time to connect and less of a food provision time.

Governance Task Force: Andrea Parry has a power point presentation to update the Board on the Task Force's process. There were a few questions, there will be a Board Retreat on April 5 to get into this in detail.

Leadership Development: Dennis Strain reworked the policy to address the Board's concerns. There was continued concern about three year terms for members of the Nominating Committee, but it feels like they might need that long to develop the relationships necessary to find and develop new and strong leaders.

Motion: To approve the revised Leadership Development Proposal presented this evening.

Motion: 9-0-0

Marina Patrice Van Gossen and Dennis Strain will work together to determine the feasibility of holding a special meeting to vote on the bylaws change before the Annual Meeting on May 18.

Motion: to Adjourn at 9:23pm

Motion approved: 9-0-0

Respectfully submitted,

Treva Burger

Minister's Report

USG Board for Directors

From: Rev. Kent Matthies

February 21, 2014

Dear Friends,

As you know all too well we have had a brutal month with weather. Thanks a million to Scott Murray, Bill Blasdel, Howard Silver, Carolyn Cotton, Gloria Smith, and others who have done an heroes job of taking care of the tree which fell on the Youth Lodge. As is true throughout the greater Philadelphia region many of our USG families and members suffered loss of power and heat for multiple days over the last month. Thanks to our caring ministry team of Sarah West, Linda Bernstein, Daniel Gregoire for working so hard with me to reach out and make sure every person was as safe and warm as possible. A massive tree fell on our USG Youth Lodge.

We have some very difficult **pastoral care** situations in our community. Carolyn Cotton will have knee replacement this coming Feb. 26. Rick Rodes had successful surgery on his Achilles and continues with a long recovery. Kathy Bonnano continues her struggles and cancer treatments. Jan Eng fell on ice and broke her wrist. Misha Lazer continues to struggle greatly with medical problems and is currently the Hospital of Pennsylvania.

We will host a memorial service to celebrate Kevin Grove's life on March 1st at 3pm in our sanctuary.

Gloria Smith has a severed tendon in her hand and will have surgery this coming week. Gloria and I are working to assure a plan, which will allow her proper time to heal and sufficient coverage of office duties by Lida and volunteers.

Linda Brunn, the staff and I began preliminary evaluations of the **experiment with two Sunday**

morning services. Unfortunately, we made less progress on our assessment than we had hoped. The weather cancellations of church and pastoral crisis have set back our schedule. So far we have assessed that average total Sunday morning attendance from September 2012-end of January 2013 was 205, for the same number of weeks in Sep. 13-Jan 14 the attendance was 227. Daniel Gregoire, Jenn Leiby, Linda Brunn and I are working to systematically gather feedback and stories from people on how USG providing two services has impacted individual and family lives.

Student Minister: McKinley Sims, a student at Princeton Theological Seminary approached me about the possibility of serving as a Student Minister at USG next year. This would involve (400 hours between September to May). I have had one hour long conversation with Mr. Sim and reviewed his resume (attached). This looks to me like a good opportunity for us to continue as a teaching congregation and to get some ministerial help next year when Joan Javier Duval leaves and we do not replace her position. The suggested stipend is \$2,700, and we can and should apply for a grant from Princeton to pay the stipend.

Thanks to excellent leadership from Andrea Parry and a superbly dedicated **Governance and Ministry Task Force** (Scott Murray, Linda Brunn, Linda O’Gwynn, Treva Burger, Beth Lazer, Gloria Smith, and myself). We are working hard to finalize our proposal and presentation to the board.

We have finalized a date for the **ordination of Joan Javier Duval** here at USG: Sunday June 8th at 4pm. I would like for the board to formally consider how we can create a planning committee and if any funds can be allocated for this sacred event.

UNITARIAN SOCIETY OF GERMANTOWN

Leadership Development Policy

Reviewed and Approved by the Board of Trustees 2.25.14

Rational

Leadership Development encompasses both recruiting potential leaders and training those who have volunteered. Recruiting logically falls to the Nominating Committee. Each year the committee contacts dozens of potential leaders in its search for Board nominees. The information obtained is rarely passed on to other committees and is rarely available to the following year’s Nominating Committee. Extending the term of members to three years, staggered so that only two retire each year, provides continuity and makes the collected information accessible to all committees.

Training currently provided by the Ministries and Programs Council to new committee chairs will benefit all church leaders, not just those under the jurisdiction of MPC. The council is in the best position to supplement this training with additional courses.

Policy

The Ministries and Programs Council will undertake the training for all committee chairs and church leaders. The Nominating Committee will be restructured and given increased responsibility for identifying and recruiting church leaders, subject to an amendment to the Bylaws current as of January 2014.

Procedure

A. The Nominating Committee will be restructured as follows:

1. The committee will be comprised of six members, each serving for three years; the terms will be staggered so that there will be two new members each year.
2. The committee may wish to consult with retiring Board members for the year following their retirement.
3. The committee will nominate three Board members and two members of the Nominating Committee to replace the members rotating off the committee, or such other number as required to bring the membership of the Nominating Committee up to six members. Vote shall be by a plurality of eligible members voting at the Annual Meeting. The committee shall designate its chair. The Board shall fill any vacancies in the committee that may occur between annual meetings.
4. The committee will meet as needed to assist committee chairs in identifying and recruiting volunteer leaders.
5. In the course of recruiting for the Board, the Nominating Committee, or other leadership positions, the committee may identify potential leaders for other functions, and will connect them with the appropriate groups or committees.
6. In performing its work, the committee will consult with the Board President and the Minister.

B. MPC will be responsible for training all committee chairs and church leaders. It will continue its annual Leadership Orientation and will also be responsible for leadership training that may include (i) how to run a meeting, (ii) how to motivate committee members, and (iii) how to nurture potential leaders.