

FIRST UNITARIAN CHURCH
Meeting of the Board of Trustees
Regular Meeting, August 28, 2003

Present: Kathryn Estey (Moderator), Pat Emmerson (Second Vice Moderator), Margo Clark (Secretary), Don Watne (Treasurer), Teri Martin, Peggy McComb, Pierre Provost, Elsa Porter and Vic Vore

Absent: Lee Fawcett (First Vice Moderator), Dave Patterson and Linda Roach

Ministers: Marilyn Sewell (Senior Minister), Tom Disrud (Associate Minister)

Staff: Jan Larson (Administrative Assistant), Gene Kersey (Development Director)

Guests: Julia Spence and George Crandall (Vision Committee), Ron Yoder (Annual Fund Drive)

Minutes: Antoinette Paget

Opening

Moderator Kathryn Estey convened the meeting at 6:40 p.m. She introduced and welcomed the visitors and staff members who were present.

Marilyn Sewell read from A Time to Build, a written history of our Portland church. The late 19th Century was a time of loss and debt for the congregation. In 1901 the board had recommended that the church be closed. A courageous leader stepped forward and the action was stopped. Marilyn asked those present to reflect and share a time in their experience when a courageous leader made a difference.

Meeting Administration

Process Observer

Teri Martin volunteered to be the process observer for the meeting.

Minutes

The minutes of the previous meeting on July 24 were reviewed and the following changes were made: On page four in the third paragraph in the list of topics and writers for the Front Steps column, December and January were switched. December's topic will be Communications written by Linda Roach and Dave Patterson. The January topic will be Bylaws written by Pat Emmerson. Three changes were made in the last paragraph on page 5 under the Vision Team heading. Sentence one was changed to read, "The major ~~housing~~ components. . .". Sentence two was changed to read, "The committee disbanded four years ago when ~~their work~~ the first project of phase one (Main St. remodel) was done". The third sentence had a phrase added to read, "At that time, there wasn't enough money to continue with the second project, building a new RE facility". At the top of

page 6, the following sentence was inserted after sentence one: “Is it a committee of the board, the executive team or a hybrid of both?”

Pierre Provost moved that the minutes be approved as corrected. Peggy McComb seconded the motion and it carried.

Consent Agenda Items

There were two consent agenda items. Don Watne made a motion to approve Cecilia Kingman Miller to officiate at weddings and other events. Peggy seconded the motion and it passed. Don Watne made a second motion to approve Bob Schaibly to officiate at weddings and other events. Vic Vore seconded the motion and it passed.

Board Action Items

Vision Committee

Julia Spence and George Crandall presented a summary of the work that has been accomplished by the Vision Committee. Julia gave the background and history of previous decisions that have brought us to this point in time.

George presented the Preliminary Schedule draft for the Eliot Center, the name for the RE/community building. The timeline is from 2003 through 2006. The goal is to have it finished and in use by the first of the calendar year 2007. We'd like to have lived in it a little while before June 2007 when the Unitarian Universalist General Assembly is held in Portland, Oregon. Each board member received a copy of the draft timeline, page 16 of the August board packet.

The many options for the use of the building, the financing of its construction and the partnering with other community organizations are being considered in the planning being done by the Vision Committee.

Answers were given to questions from the board about the seismic upgrades of the Salmon Street sanctuary, environmental sustainability of the building plans, the effects of the National Historic designation of Salmon Street and human resources considerations.

A discussion followed about the financial plans for the building. Vic Vore summarized the work of the capital campaign. He emphasized that a better view of how the building will be used is needed before the members of his group can go to foundations and other outside sources of money. Potential partners are being identified. Don noted that a loss of the rental money from the existing buildings would need to be factored into the equation. Only one lease overlaps slightly in the timeline for the new building plan.

Julia said that RE space would be added and existing space won't be lost.

There was a discussion about parking. The lot across the street may be used for a building, but the developers are aware of our parking needs and will take them into

consideration. Hopefully there will be underground parking. Tom Disrud has been in conversation with the group developing the area. In building the Eliot Center, the option for access to parking under Phase Three will be preserved.

Elsa Porter asked if affordable housing was still an option. It is a proposed option for the upper floors of the center.

Kathryn asked if the financial timeline was in sync with the Eliot Center timeline. George said that they hoped to have the cash flow required within two to three months. Gene Kersey said that they will try to have a revenue stream that will cover needs and that there is time to get up to speed.

Julia asked for a clear charge from the board to support the Vision Committee as they go forward. She asked the board members to go out into the congregation and speak for the project.

Teri noted that people have different priorities when they look at a project like this and that these different approaches need to be addressed. She also asked who would make the decisions about the use of the center?

Marilyn said that the Vision Committee is charged with making recommendations about the uses of the building to the board. The board makes the decision. She asked how people felt after hearing the presentation. Following are some of the comments: "This is a giant step forward", "Exciting and well thought in many regards", "Wonderful and scary deadline in hosting the UU meeting", and "Children are curious about the model". Kathryn encouraged the financial people to be as concrete as possible with the congregants. They will want hard information. Teri said that tying this to the 2007 General Assembly is one way to step forward as leaders on the national level.

Kathryn repeated that the board needs to provide a charge to the Vision Committee. In the interim, comments and questions can be sent to George and Julia. Julia asked that messages be sent to both of them. George and Julia were thanked for their presentation and work on their committee.

Break

Annual Fund Drive

Ron Yoder gave a presentation about the Annual Fund Drive and the role the board members can play in its execution. This is a critical year for the congregation to step up to the next level. There were 147 new members last year. Front Steps is sent to 1700 households. There are 969 pledging households.

Following are the three goals for the Annual Fund Drive:

1. Achieve an average pledge of \$1100 (the current year's average is \$988).
2. Obtain pledges from 1000 households (currently there are 969 household pledging).
3. Reach an overall pledge goal of \$1,130,000. The expected shrinkage is 11%. The church can expect a total pledge income of \$1,005,700. The pledges for the current year total \$957,000.

The beginning strategy for achieving these goals will be to have 100 pledges before the campaign starts. The board can help with this.

Ron explained his upstairs/downstairs plan. The emotional appeals will be given upstairs during the services and the facts will be available in Fuller Hall during the coffee hour. The campaign will last for five weeks from September 28th to October 26th. Each Sunday will have a theme. The first will have an educational emphasis. Music will be the focus of the second Sunday. The third Sunday will showcase social action.

Celebration Sunday will offer sheet cakes in place of a brunch. Mailings are also being cut back to curb expenses.

The board, staff and leadership council are being asked to pledge before the campaign starts. In addition, each board member is asked to canvass about five congregants.

Ron passed out a draft copy of "Our Growing Faith Community" which contained the pledging categories. Congregants are being asked to think in terms of paying their pledges on a monthly basis.

Ron then gave each board member information for the "People to People Canvass" to help them with their interviews. He will give the names of the people to contact to the board members by the end of next week. Marilyn's office will be available for use on Sundays. Board members need to schedule with Jan. Ron thanked the board members for their help with the canvass. He can be called with questions at 503-287-5516.

Jan Larson will be the clearinghouse for comments received during the interviews. They can be sent by email or put in her box in the office. She will gather the comments, organize them and pass them on to Kathryn.

Membership Handbooks

Tom passed out copies of the Membership Handbooks that will be distributed on Sundays and mailed in a second edition later. The idea of a church directory was discussed briefly.

Other Business

Kathryn will facilitate discussion of the uncovered agenda items by email this month.

Process Observation

Teri reported that it had been a participatory meeting with informative presentations. The presentations were inspirational and motivating.

Closing Words

Kathryn read the “Mission of our Faith” by William Schultz for the closing words.

The meeting adjourned at 9:15.