

FIRST UNITARIAN CHURCH OF PORTLAND
Meeting of the Board of Trustees
Regular Meeting, August 26, 2004

Present: Kathryn Estey (Moderator), Lee Fawcett (1st Vice Moderator), Cindy Cumfer (2nd Vice Moderator), Dave Patterson (Secretary), Don Watne (Treasurer), Teri Martin, Pierre Provost, Pat Emmerson, Linda Roach, Marilyn Scott, Peggy McComb, Jean Omelchuk.

Staff: Marilyn Sewell (Minister), Tom Disrud (Associate Minister), Bruce Davis (Summer Minister), Cecilia Kingman Miller (Director of Stewardship), Nancy Olson (Church Administrator).

Guests: Julia Spence (Vision Committee)

Minutes: Kathy Parker

Process Observer: Linda Roach

Time Keeper: Dave Patterson

To-Do List:

Lee, Dave, and Kathryn: Develop Board job descriptions and submit to Nominating Committee.

Kathryn: Write article about Measure 36 for October *Front Steps*.

Kathryn or Marilyn: Contact Stefan Jonasson to review purpose of retreat.

Kathryn: Arrange to send compiled "getting to know you" surveys to Board.

Cecilia: Draft *Front Steps* column for Kathryn to submit for October issue.

Teri: Write *Front Steps* column for November issue.

Cindy: Write *Front Steps* column for December issue.

Linda: Write item for Sunday bulletin regarding Board endorsement of "No on 36" campaign

Everyone: Read the Communications Committee report regarding the Democracy Cafés. Send three ideas for action to Teri.

Board Actions:

1. Approved the recommendations of the Vision Committee with the provision that the Board receive the schedule for the fundraising campaign.
2. Don Watne and Pierre Provost named as stewards to the Foundation Board.
3. Lee Fawcett appointed to the Foundation Nominating Committee.
4. Ratified the decision made on August 19-20 via e-mail and telephone voting that the First Unitarian Church Board of Trustees sign the Community of Welcoming Congregations' statement of opposition to Ballot Measure 36 that will appear in the Oregon Voters' Pamphlet.
5. Passed a motion to endorse the No on 36 campaign and allow the campaign to use the name of the First Unitarian Church Board of Trustees in advertisements with prior notice.

CONVENE MEETING

Welcome

Kathryn opened the meeting at 6:30 p.m. Joys and concerns were shared.

Opening

Marilyn shared some reflections from her recent trip to Budapest and Transylvania and talked about how journeys can be transformative moments. She asked others in the group to share journeys that had been transformative for them.

Minutes

The minutes from the July board meeting were approved as written.

Announcements

Kathryn reported that seven copies of the book, *Called to Serve*, which was recommended by Stefan Jonasson, are available and she will find out if more are coming.

Kathryn announced that this meeting was Bruce's last Board meeting and this Sunday will be his last service. Mutual appreciation was expressed!

Review of agenda

Dave added an item to the agenda: discussion of use of the Board listserve.

VISION COMMITTEE

Julia Spence distributed an information sheet regarding work to be done for the Salmon Street sanctuary seismic upgrade (see attached). If the Board approves the recommendation of the Vision Committee, work on phase one of the seismic work will begin in about a week. Phase one involves reinforcing the north wall and hooking the roof to the north and south walls. Phase two, involving work on the steeple, will be postponed. Enough money has been pledged to cover the Salmon Street work, but part of it is in multiyear pledges due to be paid over the next four years. The Vision Committee recommends borrowing \$50,000-\$60,000 as a short term loan to bridge the gap between cash on hand and what is currently needed to complete phase one. Pledges for the Capital Campaign totaling \$95,000 are due to be collected by July 2005, but all of it has been allocated for fundraising expenses. Cecilia reported that a fundraising campaign of major donors will begin this fall. The all-church campaign will begin in the fall of 2005.

A motion was made and seconded to approve the recommendations of the Vision Committee. The motion was amended and seconded to add: with the provision that the Board receive the schedule for the fundraising campaign.

Discussion: Dave reviewed current Board policies regarding loans. Cecilia said that she has a schedule for the fundraising campaign which she can share with the Board, although she will remove the names of potential donors.

The amendment to the motion was approved and the motion was approved as amended.

BOARD ACTION/DECISION ITEMS

Act on Foundation Board requirements

A motion was made and seconded to name Don Watne and Pierre Provost as stewards to the Foundation Board. The motion was carried.

A motion was made and seconded to appoint Lee Fawcett to the Foundation Nominating Committee. The motion was carried.

Decide process for submitting Board job descriptions to church Nominating Committee

A subcommittee consisting of Lee, Dave, and Kathryn was formed last year to interact with the Nominating Committee. Everyone agreed that this subcommittee should work on the Board job descriptions.

Schedule *Front Steps* Board columns

October: Cecilia will draft an article for Kathryn to submit about the Vision Committee work and fundraising plans. Kathryn will write a separate article about Measure 36 to include in the same issue.

November: Teri and the communications group will write about the democracy cafés and other communication issues.

December: Cindy Cumber will write a column about the revised bylaws. The bylaws will be ready for discussion at the September Board meeting. Meetings of the congregation to discuss the bylaws will be held in October and November.

Board action regarding Measure 36

Kathryn reported that the Board was asked to sign a statement of opposition to Ballot Measure 36 to be printed in the Oregon Voters' Pamphlet. On August 19-20, 2004, the following resolution was considered and approved unanimously via e-mail and telephone discussion and voting: "That the First Unitarian Church Board of Trustees sign the Community of Welcoming Congregations' statement of opposition to Ballot Measure 36 that will appear in the Oregon Voters' Pamphlet." Kathryn distributed a sheet (see attached) with the text of the resolution, the statement that will appear in the Voters' Pamphlet, and the results of the Board vote. A motion was made, seconded, and approved to ratify the resolution previously approved via phone and e-mail.

The Board agreed unanimously that Pierre should include a comment in his Board welcome this Sunday, August 29, that the Board had taken action opposing Measure 36. Linda will write an item to be included in the Sunday bulletin, beginning the following week.

DEMOCRACY CAFÉS/REPORT AND DIALOGUE

Teri referred Board members to the report sent a few days ago which was compiled from 60 participants in the Democracy Cafés. The report includes a preliminary plan for communications activities, developed by Peggy, Jean, Linda and Teri. One activity that will begin soon is to set up a Board table on Sunday mornings. A communications survey to be distributed to the congregation has also been drafted. The Communications Committee is considering what sort of feedback, and in what form, should be provided to the congregation regarding the information collected at the Democracy Cafés. Teri asked everyone to read the report and send her three ideas for activities. The committee will then structure a discussion plan for the next meeting.

USE OF BOARD LISTSERVE

Dave pointed out that it would be appropriate to use the Board listserv to share ideas regarding the Communications Committee report. The listserv should have been used for the Measure 36 discussion last week. Linda Roach volunteered to provide tutorials to anyone needing help.

BOARD COMMITTEE REPORTS

Board Officers Committee: Retreat

The discussion on Saturday will center on how we evaluate ourselves while honoring the relationship between the Board and the ministers, and the Board and the congregation. Don mentioned that he read the book, *Called to Serve*, and doesn't think it pertains to the topic for Saturday. It might be good for new Board members, although there are some discrepancies due to differences in the structure of this church compared to other organizations. Either Kathryn or Marilyn will talk with Stefan Jonasson again to confirm that he understands the purpose of the retreat. Board members asked if they could get the results of the "getting to know you" surveys that were distributed in May.

Finance Committee

Don distributed the corrected Operating Summary. In response to a question, Don reported that the process issues that arose regarding the piano rebuilding were resolved in the Finance Committee meeting.

EXECUTIVE TEAM REPORT

The vesper services will continue throughout the year.

Celebration Sunday will be October 17. The Board will be asked to pledge early, but they won't be asked to canvass others, although individuals are welcome to volunteer.

New members will now be assigned a mentor to help them become integrated within the church community.

The coming year is likely to be stressful for the ministers with an additional service, the election, and the capital fund drive. The Board should consider that more ministers will be needed soon. At the next meeting the Board will discuss how the Board can support the ministers.

MORE ON MEASURE 36

Peggy reported that the Board also has the opportunity to add its name to advertisements that will be published in the newspaper in opposition to Measure 36. Prior notice will be given before each ad is printed. Discussion centered on whether it would be advisable to hold forums to give the congregation the opportunity to discuss the appropriate role for the Board and the church in the campaign. It was pointed out that it is appropriate for the Board to demonstrate leadership by taking a stand as a board, since Measure 36 violates many of the principles of the church. Time could be better spent holding neighborhood coffees to discuss the issues raised by this campaign. The question of whether to hold forums was deferred due to the late hour. A motion was made, seconded, and passed to endorse the "No on 36" campaign and allow the campaign to use the name of the First Unitarian Church Board of Trustees in advertisements with prior notice.

PROCESS OBSERVATION

Linda reported that nice personal sharing occurred. While discussing the Vision Committee report, the Board paid attention to its fiduciary duties and staff comments were very helpful. Teri's presentation was very clear. Board members talked over each other at times. Things fell apart when the Board returned to the discussion of the "No on 36" campaign, probably because it was past 9:00 p.m.

CLOSING

Lee shared a reading by Priscilla Shuttee, called the "Winds of Summer." The meeting was adjourned around 9:20 p.m.

**TO: Board of Trustees
First Unitarian Church**
FROM: The Vision Committee
RE: Salmon Street Sanctuary Seismic Upgrade
DATE: Thursday, August 26, 2004

General Information

The Vision Committee strongly recommends beginning work as soon as possible on the first part of the seismic upgrade to the Salmon Street Sanctuary. This is the work we described at the Annual Meeting last May. It includes reinforcing the North wall of the sanctuary and tying both the North and South walls of the sanctuary to the roof structure. This work is expected to take 8-10 weeks to complete. We anticipate all of the work will be done from the exterior and from inside the crawl space between the ceiling and the roof. We do not anticipate any work to be done from inside the finished sanctuary. The sanctuary should look no different once the work is done from how it looks now.

The Vision Committee, represented by George Crandall, is working with church member, Jim Zehren (previous Board Chair and Stoel Rives construction attorney) to finalize the specifications and the contract documents. On a pro bono basis, Jim reviewed legal documents for us in the past. We asked again and he agreed to help us. Jim is a licensed engineer and a construction attorney. The Committee is currently working to finalize the documents and complete steps so that the work could begin on or about September 1st.

The Committee sees this work as both important in order to be able to make full use of the Salmon Street space, but also as a very visible and exciting demonstration of moving forward to meet our goals. The scaffolding that will be erected on our corner will be a real illustration of big work beginning.

We currently have \$230,000.00 in cash for the work on Salmon Street from our fundraising efforts. We also have approximately \$40,000.00 in the Leach Fund (dedicated "...for repairing and refurbishing of the sanctuary of said church..."). We have additional pledges of approximately \$228,000.00 toward the work on Salmon Street / unrestricted funds due to be paid over the next 4 years. We expect the total amount for this exterior work to be about \$320,000.00 - \$330,000.00. This amount is covered by our cash in hand and existing pledges.

In order to begin work right away, we recommend borrowing the "gap" funds of \$50,000.00 - \$60,000.00. This is to be repaid from existing pledges and from any new contributions we receive. Meanwhile, we are aggressively seeking new donations, not only to cover this gap, but also to provide funds for upgrading the Salmon Street interior in order to make it much more attractive and useful as a rental space, and to provide funds for purchase of the next planning phase for the Eliot Center from our architects.

Toward this end, the Vision Committee forwards the following unanimous recommendation to the Board:

George Crandall moved that we begin phase one of the seismic work on the Salmon Street Sanctuary immediately. This phase includes work on the North wall and the roof connections on both the North and South walls as defined at our May 2004 annual meeting. We are still working to finalize the costs, and are currently working on the contract documents review with Jim Zehren's help. We have approximately \$230,000.00 in cash and we have pledges for approximately \$228,000.00 due between now and the end of 2008. These are either in dedicated Salmon Street funds, or in unrestricted funds. We have approximately \$40,000.00 in the Leach Fund, dedicated to Salmon Street. We propose paying for the work with the \$270,000.00 we have and a loan of approximately \$50,000.00 - \$60,000.00 to cover the anticipated gap between now and project completion (approximately November of this year). The loan would be repaid by way of pledge payments and/or new donations. Tom Pickles seconded the motion. The motion passed unanimously.

The Vision Committee asks for Board approval for this action.

First Unitarian Church Board of Trustees Resolution
August 19, 2004

On August 19 and August 20, 2004, in a discussion via e-mail and telephone, the Board of Trustees considered this resolution:

--> That the First Unitarian Church Board of Trustees sign the Community of Welcoming Congregations' statement of opposition to Ballot Measure 36 that will appear in the Oregon Voter's Pamphlet

Here is the Community of Welcoming Congregations' statement:

The Community of Welcoming Congregations strongly opposes Constitutional Amendment 36. We are an interfaith association of communities of faith who each have purposefully and theologically made commitments to welcoming all. We support the gay and lesbian families in our midst and recognize that changing the Constitution in this manner would have a negative impact on their lives.

While the criteria for marriage is a civil matter, we believe that equitable treatment of all people is a matter of faith. As people of faith, we believe that God has created all of us in the divine image. We hereby assert that equality in marriage is a justice issue and strongly encourage equity that crosses all barriers, including sexual orientation.

The Constitution provides protections and individual freedoms and should not be used to formally sanction different treatment for gay and lesbian families. As clergy leaders and communities of faith, we support civil marriage equality and encourage religious communities to celebrate the marriages of gay and lesbian couples and their families. The proposed constitutional Amendment would harm gay and lesbian families by denying health benefits and other financial protections that keep families safe.

While we come from different theological perspectives regarding marriage, we agree that passing this Amendment would create unequal treatment for gay and lesbian families. Therefore, we oppose amending the Constitution in this way. We urge Oregonians to vote NO on Constitutional Amendment 36.

Votes were as follows:

Cindy Cumfer—Yes (via phone)
Pat Emmerson—Yes (via e-mail)
Kathryn Estey—Yes (via e-mail)
Lee Fawcett—Yes (via e-mail)
Teri Martin—Yes (via e-mail)
Peggy McComb—Yes (via phone)

Jean Omelchuck—Yes (via e-mail)
Dave Patterson—Yes (via phone)
Pierre Provost—Yes (via e-mail)
Linda Roach—Yes (via phone)
Marilyn Scott—Yes (via phone)
Don Watne--Yes (via e-mail)

Motion carried. Kathryn Estey, as board moderator, will submit our endorsement of this statement, signing on behalf of the board.