

## FIRST UNITARIAN CHURCH OF PORTLAND

### Meeting of the Board of Trustees Regular Meeting, May 25, 2006

**Present:** Cindy Cumfer (Moderator), Randy Russell (1<sup>st</sup> Vice Moderator), Lee Fawcett (2<sup>nd</sup> Vice Moderator), Dave Patterson (Secretary), Kathryn Estey, Helena Lee, Jean Omelchuck, Marilyn K. Scott, Marilyn Sewell (Senior Minister), Tom Disrud, (Associate Minister) , Ron Yoder (Board Member-Elect).

**Absent:** Eric Schmidt, Teri Martin, Pierre Provost, Don Watne

**Staff:** Candace Clarke (Director of Finance and Administration), Jan Larson (Administrative Assistant)

**Guests:** Barbara Dow, Debbie Gordon, Bill Michtom, Marcia Schekel, Bob Townsend

**Minutes:** Jan Larson

**Process Observer:** Jean Omelchuck

**Time Keeper:** Marilyn Scott

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The Meeting was called to order at 7:05 pm.

There was a quorum with 8 of 12 Board members present.

The April minutes were approved, with minor corrections on page 2 and 4.

**Agenda Changes:** Rev. Ed White, Consultant, review of his report postponed until the June Retreat. PNWD interview postponed. Added more time to discuss Consultant Gil Rendle's report and recommendations.

**To do list:** Kathryn will resend the email that came from Marilyn Scott to Board members regarding Board evaluation process – several members stated they did not receive the original email. Marilyn Scott needs all comments before the retreat.

#### **Action Items to review:**

**Open Mic. for Congregants:** Debbie Gordon read a UUPIAG response to Rev. Ed White's report to the Board. Bill Michtom offered congratulations to Ron Yoder for election to the board and then read his personal response to the written reflections of Rev. Sewell and Cindy Cumfer regarding Rev. Ed White's report. Barbara Dow expressed thanks for the opportunity to run for the Board of Trustees.

## **Consent Items:**

### **Questions from PNWD to Board**

Leslie Pohl-Kosbau did not arrive.

### **Report from Jean Omelchuck on Election Procedures, Vote-by-Mail**

Annual Meeting Election 2006: 496 ballots were cast. 83 of those were hand delivered on Annual Meeting Sunday. 3 people had voted for all 5 Board of Trustee candidates – but the rest of their ballots were counted; 1 ballot was not counted – it was in the secrecy envelope but with no name on the envelope.

Board of Trustees vote count: Barbara Dow 182; Dave Patterson 394; Pierre Provost 411; Marilyn Scott 415; and Ron Yoder 371.

Nominating Committee vote count: Joyce Felton 441; Jacqueline Jones 445; Linda Roach 445; and Bob Townsend 451.

Operating Budget: For 456; Against 15.

Restricted Funds Budget: For 449; Against 15.

Summary: 496 Ballots were received, with only a handful unable to be counted due to voter procedural mistakes. Marilyn Scott, Dave Patterson, Pierre Provost were elected to the Board for a second term. Ron Yoder was elected to take retiring Lee Fawcett's spot. The budgets passed. Nominating member Bob Townsend was re-elected. Jacquie Jones continues on. Joyce Felton and Linda Roach were elected.

Cindy moved to certify the votes. Lee seconded. Passed unanimously.

### **Report on BOC Action**

The Resolution to obtain credit from the Bank of America was read by Dave Patterson (copy on file) and was carried to motion by Cindy Cumfer, and seconded by Kathryn Estey. The Board approved the resolution unanimously. Rev. Sewell, Rev. Disrud, Cindy Cumfer and Randy Russell are authorized as signers. The authorized signers signed the Resolution and the Secretary certified it. (When signatures are needed, Candace Clarke reported that the bank does not require more than one of the signers.)

### **Naming of the New Building**

Cindy reviewed that Martha Richards, Capital Campaign consultant, previously met with the Board and recommended different approaches for a naming policy. She also briefly reviewed the naming policy the Board had previously approved. The Board agreed that it was appropriate to name the new building in honor of a generous donor.

The Committee on Generosity brought forth to the Board a recommendation that the new building be name for Melissa and Colin Buchan. Their daughter, Jane, is the donor who gave 2 million dollars as “seed money” to move the campaign into high gear. Rev. Disrud gave a brief history of the family's relationship with First Church. Jane was raised in our church and was married here. The church was very supportive of the family during Melissa Buchan's illness and death. Melissa instigated and brought the Lay Ministry program to fruition. The First Church congregation ordained Melissa. (Melissa was a medical doctor at OHSU but had always felt a

call to ministry.) The new building has been referred to as the Eliot Center – which includes the new building and the renovation work on the Salmon Street Sanctuary. There is still a strong desire to honor Thomas Lamb Eliot in the naming process. The goal is to maintain our connection to our history and our place in this community. Many opportunities exist, including the renaming of the Salmon Street Sanctuary to the Eliot Chapel. Cindy asked if the Board was in agreement on naming the new building the Buchan Building. The Board agreed unanimously. The Board will inform the congregation of this decision in a variety of ways, including a letter to be sent next week. This letter will include an invitation to a ground-breaking ceremony on Sunday June 18<sup>th</sup>.

### **Special Report on Ecumenical Ministries of Oregon**

Rev. Sewell reported that she had a recent meeting with the Ecumenical Ministries of Oregon's (EMO) Executive Director David Leslie. She has known David for years and they have been supportive of each other's work. First Church has been giving \$100 a month to EMO for some time in support of the good work they do, but First Church has not been allowed to be an official member since we were not seen as Christian enough. David Leslie has long wanted EMO to become more interfaith and has been working to move the membership towards such a view. This is finally happening. Marilyn brought copies of a letter from David Leslie inviting First Church to apply to become a member. She also brought a copy of EMO's "Faith in Action" mission statement, membership categories, and benefits. Marilyn asked the Board to approve our joining EMO as an "Interfaith Cooperative Organization." There are many benefits to joining and we share similar values and goals. It is an excellent opportunity to further network for coalition building, we can continue to get our employee health benefits through them, and we become eligible to serve on EMO's board as well as its program committees. There are no "downsides" to joining. We do not need to agree with their stance on a particular issue. Helena Lee moved that First Unitarian Church join EMO. Marilyn Scott seconded. The Board passed the motion unanimously.

### **Board Committee Reports**

#### **Policy Evaluation Committee**

The committee met this month and developed ways to look at the ministry of the church. The Board goals are a good yard stick for review. The committee recommends evaluation be an on-going, continuous process throughout each church year. Marilyn Scott asked those who have not forwarded comments to her to do so before the retreat on June 3<sup>rd</sup>.

#### **Finance Committee**

Lee Fawcett reported that the church is "in the black" for the year and that we will eliminate the current deficit. See handouts: Operating Summary, 4/30/06, Cash & Securities Balance, and Capital Campaign Summary.

#### **Committee on Generosity**

Kathryn reported that determining the Annual Fund Drive chair appointment is a collaborative effort, but the Executive Team has the final decision. The committee's charge has been to advance the message of generosity to the congregation at large; to exercise oversight of the Annual and Capital Campaign giving programs; to help enhance stewardship of donors. Kathryn stated that our aspirational budget will need strategic

Board involvement, such as looking at the big picture regarding the allocation of resources. The committee recommends that an Alban Institute consultant be hired to work with the church on the “generational differences” in giving.

650 households have given to the Capital Campaign. 80 households have not yet decided. Roughly 6 million dollars has been raised. During this summer, we will be in a quieter phase, following through on advocate assignments and checking in with the advocates on whether or not they can continue serving into the fall. This fall, we will renew our (final) push on the Capital Campaign, along with our Annual Fund Drive. The Eliot Campaign table will continue during summer coffee/social hour.

### **Executive Team Report**

Worship services will be shifting by 15 minutes to 9:15 a.m. and 11:15 a.m. A 15 minute shift is enough of a psychological shift to bring a certain percentage of members to the early service. This will reduce our crowdedness at the second service time within the sanctuary, children’s classrooms and parking areas. A request has been made to increase the Board’s budget. Tom and Candace are researching this. We did not bring in as much money at the Spring Fling Auction as we had hoped. It was a fun event, but took hundreds of staff and volunteer hours. June 18 will be the ground-breaking ceremony after the one service which will be at 10 a.m. (Summer worship service schedule is one service at 10 a.m. beginning June 18.) Rev. Edward Frost, our Summer Minister, will be here June 6<sup>th</sup>. His first preaching date is June 11<sup>th</sup>. On June 10, staff and volunteers will be packing and moving and storing everything in the classrooms in the Salmon St. building so renovation can begin as soon as possible. The SS central stairway will not be useable during construction, and other avenues for movement are being planned. Marilyn had a conversation with a person who works with developers. (He contacted her.) He is interested in looking into possibilities of working with developers to make some of the space available to them in exchange for significant contributions to the development of the block. George Crandall and Jim Zehren met with him as well and encouraged him to do further research. A project like this might have a 5 year timeline. Marilyn has not heard from this person since that meeting.

### **Process Observation**

Jean Omelchuck liked being in the Daisy Bingham room for the entire meeting. She enjoyed the “closeness.” She said the meeting went well with good conversations. She expressed concern over the Open Mic for congregants segment, feeling that certain comments were very disrespectful and needed to be addressed.

**Closing Words** – Kathryn Estey.

The meeting was adjourned at 9:20.