

Unitarian Universalist Congregation of Sterling
Board Meeting Agenda
January 4, 2017

President	Koren Barwis	Vice President	Rosalie Clavez
Treasurer	Karen Hawley	Secretary	Albert Pucio
At Large	Jackie Mills	At Large	Ben Freidson
At Large	Teagan Kutz	Pres. Emeritus	Paul Roche
At Large (Youth)	Paisley Ashland		

Also Present: Rev. Anya Sammler-Michael, Linda Weaver,

6:00 – 6:50 PM Dinner (Jackie) & Discussion

- Space survey (<https://www.surveymonkey.com/r/YNR73TS>)
- Dialing back
 - Current financial state
 - Future space
 - Polling for ideas
 - Is this pie in sky?
 - Focus on budget
 - Help with conversations with realtor
 - Purpose of survey
 - Platform for visioning
 - It's a communication issue
 - It's an ongoing conversation piece
 - People are interested in this
 - Unhappy with response or lack of movement
 - Still put it out integrate it into a 5 year plan
 - We should ask if they have issues with the structure or look of the space

6:50 – 7:00 PM Discuss “elephants in the room”

Chalice Lighting – Rev Anya

- Gift bags for new members
 - Containing flyers, mints, and cups
- Recipeints were appreciative of these

7:00 – Welcome and Check-in

7:10 – News from the Past Month

- Hypothermia Shelter
 - Cemented this as an initiative worth continuing
 - Well served and attended

- Holidays
 - Video message
 - Koren covered this
 - How many people showed up?
 - 35 people on Sunday
 - Christmas eve
 - People showed up, more than last year
- Decline in attendance
 - Difference from headcount vs bluebook
 - Head count is not getting captured
 - Does this account for children?
 - Who are we counting?
 - Sound?
 - Choir
 - Rev. Anya
 - Children who go into RE
 - Explain this in stewardship
 - How do we explain this?
 - YOY decrease
 - Last year was much bigger
 - ** Gut check – headcount by Karen

7:20 – December Action Items

- Albert : Streaming solution and or CD Player for Sound Booth
 - Roku from Koren
- Linda : Follow up with Karen on backpack coalition
 - Girlscouts working together
- Paul : Annual stewardship campaign possibility
 - Next month board meeting
 - Presentation for UUA
 - Maybe not a good idea to go year round just yet
- Koren and Ben : Follow up with realtor, assist with scouting sites with realtor
 - On email threads
- Linda / Teagan : New Teacher's Profile to site
 - Needs material for the profile

7:25 – Admin Updates

- Scripting – Board Host role
 - Roles in board ann

7:30 – Finance Updates (Karen)

- Stewardship Drive (Koren)
 - Kim Fitzgerald driving this with Joan and Terry in support

- 3rd Monday Finance meeting
- Cleaning came up again
 - New cleaning people
 - Four seasons are not commercial
 - Research into requirements
 - Days to do this (Friday mornings)
 - General cleaning service
 - \$180 bi-weekly
 - ** names for cleaning crews/services -- Koren
 - ** check with Tim -- Koren
 - 6800 sq ft
 - Floor does not look like it's been mopped

7:35 -- Building Task Force Update and Discussion (Paul)

Survey status

- Maybe re-jigger questions
- Ask folks questions that are feasible

Lease renewal vs. new lease

Target budget

- Different scenarios
 - Financial modelling
 - ** Koren/ Karen - Ask Alyssa for targets for what makes financial sense
 - Day care is needed
 - 3 years saves us X where as 5 years saves us Y
- What steps are needed to allow for magic to happen:
 - ** Rev. Anya / Realtor – need to touch their networks
 - ** Rev. Anya - Partner with Search committee

8:15 -- RE Update (Linda)

- Volunteers still needed
- Promote attend one / serve one
- 2nd / 5th and middle schoolers will switch meeting spots
- Youth Group
 - Youth who are participating may want to reach out to other youth
 - Youth leader?
 - Documentation or plans?
 - Youth Bulletin
 - ** Paisley – report back on ideas to reach out to other youth in the church

8:20 -- Minister's Update Rev. Anya

- Intern for 2017-18
 - 5 candidates
 - have to be more particular working both UUCS and Sanctuaries
 - If we can't find anyone, the silver lining is we may save money
- Leadership Development
- Membership Changes/Goals
- AV inventory and instructions **Albert
- Need a Governance Document
 - So we have a reference on how we conduct ourselves in the larger community
 - How we can be political but not partisan
 - Best practices to ascertain choosing politics
 - ** Board – Rev. Anya and Teagan - need to affirm process to

8:25 -- Intern John Update

- 14 people signed up for New Year New You
- Communication efforts to drive signups
- Computer registration

8:30 – Carry-over to-do's

- Next Board Meeting – Feb 1 (Karen dinner)
- Review Action Items

8:00

- Bus to Women's March ask by a congregant
- ** Koren will follow up with request

8:35 -- Checkout and Closing Reading – Rev Anya

2016/2017 Board Goals

- INSTITUTIONAL DEVELOPMENT -- Have a plan for our space – vet options for staying, leasing, buying -- by a determined date
 - Establish Task Force with Board connection by 9/1/16
 - Board provide timeline by 9/1/16
 - Recommendation by 1/1/17
 - Plan for next steps by Annual Meeting
- WELCOME & ENGAGEMENT -- Define the goals of the Membership program
 - Assign leaders
 - Reshape group to meet goals
- DIVERSITY -- Empower JTW & Justice ministries, along with Membership to increase diversity and inclusion in the congregation.
 - Proactively target key audiences
 - Increase repeat attendance
 - Create annual census + survey (how are we serving people, what do)
- OUTREACH -- Find a home for Outreach.
 - Solidify approach
 - Empower Membership and Justice to act
- LEADERSHIP – Determine new way to nurture lay leaders
 - Formal program vs. mentoring

Here's a summary of the refugee resettlement project:

In a nutshell we (LSS, UUCF and UUCS) have done all the resettlement activities that we set out to do and that were identified by LSS. This includes finding and acquiring a rental apartment, furnishing it, stocking it with food, providing clothing, getting the children admitted to schools, registration with TANF, SNAP, Social Security, Medicaid, employment authorization, cell phone, internet connection, ESL classes, establish medical care (Kaiser), dental care, public transport orientation, grocery shopping orientation, clothes shopping orientation, basic financial management and budgeting, after school activities (for Munib), etc. are all done.

The only thing and one of the most important things that is not done yet is employment. The main reason for that was Marzia's initial reluctance to do a job anywhere other than Sahra's school for the time that Sahra is at school. We actually did find a job at Sahra's school and helped Marzia apply for it. But it didn't pan out. It looks like she is ready to at least apply to other jobs outside of Sahra's school. It is a work in progress. Bottomline is that she still does not have a job yet.

As a result we are still paying her full rent. This is the fourth month that we are paying full month's rent. Based on additional donations we received mainly from UUCF and UUCR we calculated that we can still manage having her stay in the current \$1350 per month apartment if she starts paying \$200 towards her month from March and then pays additional \$200 every month after that. As of right now this plan is at risk. But the risk may be mitigated if she gets any job and starts working full time before the end of this month. **If she still does not have a job by the end of this month then we need to start planning for alternatives about her accommodation.** We will have more clear picture about it by next month's board meeting.

A couple of other observations from a congregation's participation aspect:

1. People and organizations (UUCR) still contact us to find out about how they can donate.
2. There is an amazing unexhaustive amount of energy from the volunteers.

Based on the above two observations **we have started thinking about how and when we will be ready to sponsor the next refugee family.** Please note that not all refugee families have the same profile - single parent without professional skill with school going children. We recently found out about another family where the husband and wife are both physicians with two children. They already have accommodation and probably been through all the other things. They just need help with finding employment and transportation to employment interviews. We still have to discuss this topic at a team level. No decisions have been made. This is just information about the direction we are heading towards. I especially do not want to lose the energy and dedication that I am experiencing from our volunteers. It needs to be channeled more efficiently.

Following are some more details from Roshan:

1. Our Refugee Family settlement

I spoke with to Marzia, Munib and Sahara this evening just to check as how the family is doing. They seem to all doing well and in good spirits. Marzia is speaking better and better English. Finding a job is on her mind and hopes that she will have one by the end of the month. Her dental care has gone well and the children's visit is being scheduled. (Thanks to Dr. F and his two colleagues of Indian origin). Her other routine health care tests are also scheduled.

Both children are settling down in their respective schools and making friends.

2. Financial:

UUCS has met most of its commitment to the Refugee Resettlement Project (-- about \$2650 out of an initial commitment \$3000 a been sent to the UUCF treasurer). I hope that soon we will be able to meet our remaining commitment.

The Project cost has increased by about \$3000 (mostly due to apt. rental costs).

The UU Church of Reston has sent a contribution of about \$1800 to the project. Their new minister, the Rev. Debra Heffner is strongly supportive of the Refugee resettlement efforts.

Our own joint resettlement team will be making a presentation to the Reston Church on February 5 about our experiences and different level of commitments they may wish to consider for their own resettlement project.

UUCF too has done some fundraising to make up the deficit.

3. This has been an wonderful experience for those who are involved. Learning about how to meet the needs of a single parent family by using congregational, state and county resources, about creating a caring and loving environment and working as a team with diverse skills has been inspiring.

We are thankful to the leadership of both congregations (UUCS and UUCF) for their support.

It has remained unsaid as how much we all have appreciated your leadership. Thank you dear friend.

Hypothermia Shelter Update:

We just wanted to send out a big word of thanks to all of the many UUCS folks who have been helping with this year's hypothermia shelter at Epiphany Episcopal Church. We had a tremendous outpouring of support with many volunteers for the UUCS dinner on Tuesday night, other volunteers covering other shifts, and with many preparing food and/or making donations of cash and goods. If you want to provide additional help, Epiphany continues to have some last-minute cancellations (please see sign-up link at the end of this message).

The shelter has been a big success again this year with overflow crowds, and UUCS really rose to the occasion. Sharon did a shift Sunday and took all the fantastic donations of ornaments that the RE youth made and the fantastic donations of scarves, hats, and gloves from the congregation. Not only were we able to provide plenty of food and volunteers but our guests really did enjoy our offerings tremendously. Rhonda did a breakfast shift this morning, and a number of guests were still thanking us for the yummy and filling dinner. As folks who were there know, whipped cream topping for the pie, garlic bread, and all of the other little touches, along with filling soup and stew and all of our warm welcomes, were a hit.

What a great way to make the season special and live our UU values--joining together in community to help others and having fun doing so!

Yvonne took a number of photos at the dinner, and here's the link to

them: <https://drive.google.com/drive/folders/0B5CGWdjtImPMRmw0TXFCdGFLaWs>

It would be great if we could get some of these added to our UUCS website so folks could see more of the types of things we do on a regular basis here.