

TO: All Souls Unitarian Universalist Community

SUBJECT: Board of Trustees Meeting

DATE: 3 January 2002

MEMBERS PRESENT:

Jeanne Pupke	Advisor/Student Minister
Dolores Mitchell	President
Billie Clark	Vice President
Arlene Anderson	Treasurer
Barbara Sporcic	Secretary
Sue Crouch	Communications Committee Chairperson

Discussion:

1. Outreach and Publications.

a. Sue Crouch informed the Board that the newsletter would initiate some reoccurring columns such as a Religious Education column. Members requested that the column include RE information for adults as well as children. Sue invited others interested in regular column space to contact her.

b. Sue indicated that All Souls would maintain the current schedule of six newsletter editions per year, with a goal of moving to more frequent or larger newsletters next year.

c. The Board agreed that All Souls needs to obtain a non-profit permit from the post office that will enable us to mail the newsletters at a lower postage rate.

d. The Chamber of Commerce needs more All Souls brochures for their welcome packets. Sue will ensure that they receive the brochures.

e. Sue and Billie are working together to update the All Souls Directory. They have set a date to meet and hope to have the new directory available by the end of January. They are focusing on including accurate email addresses.

f. All Souls has a new Web Master, Kathleen Stidhams. She has already done an outstanding job of organizing the site, making it easy to navigate and giving it a very professional appearance. Kathleen is also working to ensure that the web site is in compliance with standards for visually impaired readers. The Board expressed its appreciation for Kathleen's generous talents and efforts.

g. Sue indicated that there are two additional tasks to be accomplished on the web site. The first is to develop forwarding addresses for All Souls contacts that will allow email to be forwarded to personal email addresses. And the other is to set up two separate lists. One to send out the newsletter and one to send out important announcements to the community. Both would be accessed through a password.

h. Because of the confusion in management at Safeplace, the social justice project is on hold temporarily. Jeanne will contact Eileen and also Safeplace to facilitate resuming the project.

2. Membership.

- a. Billie reported that the year-end tally of members stands at 28. Jeanne said she had talked with Art Vaeni concerning dual memberships; Rev. Vaeni encouraged those individuals to make a choice between the congregations. This would not prevent anyone from being active in both communities. Arlene reported that the requirement for fellowship status is 30 members and the annual amount for dues per member is \$46 to UUA and the PNW District.
- b. Dolores pointed out that, per our by-laws, memberships could be terminated based on non-participation and non-support. She encouraged the Board to contact those people who have not been attending to determine whether they still want to be included in the community.
- c. Billie will also make contact with individuals who have not attended regularly to invite them back to our community.
- d. The membership committee has not yet been formally initiated. Board members discussed asking individuals to participate on the committee.

3. Worship Arts.

- a. The next Worship Arts Committee meeting will be held at Billie's home on 10 January at 7:00 p.m. At this meeting, Dolores will assist with the process to set up a "core service outline" so that we can expand our list of celebrants and provide a consistent order of service.
- b. The Worship Arts Committee will also discuss how to transition the children from participation in the main worship service into their religious education class.
- c. Julie Ling and Lynn Treat have agreed to provide music for services on alternate Sundays. The Board asked Arlene to budget for music for all services in upcoming months.

4. Religious Education.

- a. The Religious Education Committee will hold its first meeting on 14 January, at 7:00 p.m., at Barb Sporcic's apartment clubhouse. The committee members currently consist of Barbara, Kathleen and Julienne. The committee would like to add 2 or 3 additional people to provide more guidance to the process. The first meeting will focus on organization, setting RE philosophy and goals, and discussing child and adult curriculum offerings.
- b. Barbara reported that no additional resources are needed at this time for the RE program and that a form has been developed to track the DRE's hours and ASUUC's payments.

5. Ministerial Leadership

- a. The Board requested Jeanne's guidance on providing for ministerial leadership after her formal departure from ASUUC in May. Jeanne suggested the following possible options:
 - (1) All Souls could apply for a New Congregation Grant that would offer some financial assistance toward a minister's salary for five years. Rainier Valley fellowship is currently receiving this type of assistance. Jeanne said that we would need to apply within the first three year of existence to qualify for this grant. (We mark three years at the end of May, 2002.)

(2) All Souls could request assistance from the U.U.A.'s Consulting Ministry office. Through this program we might be able to contract for a quarter-time minister.

(3) Financial assistance could be available through Chalice Lighters or the Rod Stewart Growth Fund, to contribute toward the cost of contracting with a Minister for ASUUC.

b. Jeanne suggested that we hold a Saturday morning all-community planning meeting in the near future to develop long-range goals for All Souls. Jeanne also pointed out that our community would have more stability and more opportunity for growth if we called a minister.

c. To initiate this planning, the Board members will do the following:

(1) Dolores will contact Anne Heller to request a meeting in order to find out more concrete information about our options and seek her advice.

(2) Billie will contact David Maynard, the Consulting Minister, and ask him to preach at All Souls in the near future.

(3) Barbara will research New Congregation grant application requirements.

(4) Jeanne will talk with Margaret Beard of the UUA Extension Ministry, while they are both at Meadville-Lombard in January, about our options.

6. Treasurer's Report.

a. Arlene reported:

Checking Account Balance	\$ 1,147.97
Savings Account Balance	124.28
Money Market Account	23,035.28

b. The Giving Tree received \$240.06 in cash donations and \$150.00 in gift donations. The \$66.45 contributed in excess of the cost of the presents that we purchased, was given to the family in the form of a gift certificate redeemable at Mega Foods. Arlene will prepare a report to the Salvation Army describing our gifts to the family.

c. Arlene announced that the year-end contribution statements are ready to be sent out. She indicated that the total collections for the year amounted to \$ 19,742.16.

7. Arlene indicated that she has sent a request for applications, for our community and for individual members, to join the Chalice Lighters.

Respectfully submitted,

Barbara Sporic
ASUUC Board Secretary