

Meeting Minutes
Board of Trustees of Mount Vernon Unitarian Church
13 January 2009

Board members present:

Lauck Walton, Chairman
Bill Alsmeyer-Johnson
Bill Clontz
Joan Darrah
Tamara de la Camp
Lisa Guide
Birgit Robbert
Ian Anderson, Youth Representative

Absent:

Reid Adler
Mike Walker

Others present:

Rev. Kate Walker
Ron Brandt, Church Administrator
Al Erickson, Treasurer

The meeting was called to order at 7:30 by Board chair, Lauck Walton.

1. The minutes of the Board meeting on 9 December 2008 were approved.
2. Since the Program Council has not met since the last BOT meeting, there is no Program Council report. Tamara noted that the PC is drafting guidelines about providing child care at church events and a policy will be submitted to the BOT soon.
3. Staff reports are attached.
4. Per Rev. Kate request, **the BOT approved that Inauguration Day, January 20th, will be a holiday for the staff of MVUC (8-0).**
5. Ron Brandt gave a report on membership and attendance trends (attached). There is a positive trend in new members, and church and RE attendance.
6. Al Erickson gave the Treasurer's reports (attached). The Finance Committee prepared a draft operating budget for the 2009-2010 fiscal year. Al requested that the Program Council review this draft and make budgetary additions and/or corrections, so that a final operating budget may be proposed to the BOT.
7. Old Business:
 - The search for a Director of Music has been suspended for now; focus will be on filling the position in the fall. Mark Zimmerman will continue to serve as interim choir director and music coordinator through June 14, 2009.
 - Lauck reported that progress is being made in filling the positions of church administrator and church bookkeeper.

- Rev. Kate reported that the Baltimore/Washington Growth Initiative has been significantly down-sized and will be a web-based campaign only. It is hoped that the campaign will be funded through Chalice Lighters rather than by individual donors or area churches.
8. **The BOT approved 7-0 that Ian Anderson serves as Youth Representative to the BOT.** Ian will complete Doug Jemison's term, who resigned in November.
 9. Lauck led a discussion on how the BOT is doing in meeting the objectives/priorities set out at the Board retreat in August. We at the meeting agreed that much progress has been made in areas of staffing, programs and activities, ministerial support, financial matters, and communications; however, our goal of having more involvement in denominational affairs has not been realized.
 10. Prior to the BOT meeting, Reid Adler had initiated an e-mail conversation on how the Board should plan/organize for the future. One concern brought up by Reid is that the Board does not have its retreat until four months after new members have assumed their BOT duties. (At MVUC, all elected church members assume their positions after the annual meeting in April, rather than at the beginning of the fiscal year in July as in most churches.) Changing this schedule requires a By-law revision. Ron Brandt will draft proposed revisions to the By-laws concerning 1.) this issue, 2.) requirements/definition of membership, and 3.) requirements for posting payroll information.

The meeting adjourned at 9:10. The next regularly scheduled Board meeting will be on February 10, 2009 at 7:30.

Respectfully submitted,
Birgit Robbert, Board Secretary

Attachments:

1. Minister's report
2. DRE's report
3. Revenue and expense report
4. Building revenue and expense report
5. Report on Membership and Attendance Trends

Minister's Board Report
Mt Vernon Unitarian Church
January 13, 2009

(Not in order of priority, but close)

1). Worship:

a). I'm receiving lots of affirmation for worship services. I'm enjoying the creative process of putting them together. I'm reminding people that I need Thursdays for sermon preparation.

2). Administration/staff:

a). weekly staff meetings continue. We had our own Christmas party at Meagan Henry's house, first time in recent memory. Fun for all.

b). negotiated for Mark Zimmerman to remain through June 14 to give the music program continuity. DOM Search will focus on filling the position for the fall.

3). Community Development:

a). Started the process of creating a Small Group Ministry program.

b). Began twice monthly vespers service (first and third Wednesdays 7-7:30 p.m.)

4). UUA/JPD:

a). Continuing monthly UUMA meetings for the greater Washington area, plus monthly small group support meetings.

b). UUA growth plan significantly down sized to web based campaign due to economy.

c). The February mid-size Church Conference in Houston canceled due to low registration.

5). Ministerial Self Care:

a.) Ready for the winter. Week of vacation March 1-8. I've learned through the years that taking a week in the winter helps me get through to June without burning out.

Submitted with hopes for snow!
Kate R. Walker
Minister

Report to the Board of Trustees
Mt. Vernon Unitarian Church
Director of Religious Education, Meagan Henry
January 2009

Program Update:

YRUU Retreat: Jan. 9 – 11

Tapestry of Faith Sunday RE curricula continue until mid-February at which time we begin an eight-week mini-session on World Religions to be followed by the Green Hill Project.

Being A UU Parent class Thursdays beginning Jan. 8

Survivor: The Parenting Years: ongoing parent support group, Sundays, 5pm

Elementary OWL (grades 4 & 5) class begins Friday, Jan. 9

Middle School OWL class begins Sunday, Jan. 11

Coming of Age class for 8th grade students begins Sunday, Feb. 1

RE Events & Dates for Board Members Information:

RE Teacher Training w/focus on safety - Saturday, Jan. 17th, 9:30am – 12:00pm

Youth Service (YRUU) - Sunday, Feb. 8th

Action Item: None

MOUNT VERNON UNITARIAN CHURCH						
Fiscal Year 2008-2009 Revenue & Expenses						
As of DEC 31, 2008 - 50.00% of the fiscal year						
		ACTUAL	ACTUAL	ACTUAL	ANN	ToDate as
	Account	THRU NOV	Dec-08	TO-DATE	Budget	% of Budget
	REVENUE					
4100	Stewardship Pledges	142,160	48,816	190,976	360,000	53.05%
4200	Contributions	6,487	2,134	8,621	18,000	47.89%
4300	Facilities use and rental (other)	12,831	1,025	13,856	20,182	68.66%
4390	Weddings(net)	28,473	-1,518	26,955	90,000	29.95%
4400	Fund Raising Income	235	33	268	16,000	1.68%
4500	Administrative & other income	462	0	462	800	57.75%
	TOTAL INCOME	190,648	50,490	241,138	504,982	47.75%
	EXPENSES					
5000	Worship programs (incl music)	919	840	1,759	4,700	37.43%
5100	RE programs incl youth ministries	2,148	-398	1,750	7,600	23.03%
5200	Home community programs	102	0	102	200	51.00%
5300	Denomination Responsibilities	12,685	1,652	14,337	29,099	49.27%
5400	Our larger world/social justice	150	0	150		
5490	Virginia Interfaith	300	0	300	300	100.00%
5500	Administrative programs		0			
5520	Stewardship campaign	0	0	0	0	
5540	Other comm. & expenses	10,838	0	10,838	0	
5590	Search committees	0	0	0	3,000	0.00%
5600	Conferences & contin. edu.	421	0	421	6,300	6.68%
5700	Reimburse Prof. Expense	1,146	206	1,352	11,000	12.29%
6100	Operating Expense	5,795	1,036	6,831	20,500	33.32%
6200	Communications	4,598	2,320	6,918	5,700	121.37%
6300	Debt service	0	0	0	0	
6400	Insurance	2,263	2,589	4,852	0	
7000	Supplies	2,577	514	3,091	19,022	16.25%
7200	Property maintenance	20,923	5,790	26,713	24,600	108.59%
7300	Utilities	6,763	5,161	11,924	28,450	41.91%
8100	Employment compensation					
8110	Minister	46,267	8,306	54,573	115,990	47.05%
8130	Staff	63,793	12,456	76,249	184,021	41.43%
8300	Employee benefits					
8200	Payroll taxes	7,335	1,423	8,758	22,141	39.56%
8320	Health Insurance	3,354	755	4,109	6,580	62.45%
8330	Pensions	5,380	880	6,260	15,779	39.67%
9000	Miscellaneous	1,091		1,091		
	TOTAL EXPENSES	198,848	43,530	242,378	504,982	48.00%
	NET REVENUE(EXPENSES)	-8,200	6,960	-1,240		

MOUNT VERNON UNITARIAN CHURCH
Building Fund Finance Report - October 31, 2008

INCOME:from Pledges		
Balance outstanding of unpaid pledges		236,602.00
Balance brought forward	1,035,163.48	
Received in DEC 08		
At MVUC	Pledges	2,300.00
Interest fm B & H	Interest	297.35
Interest in McLughlin	Interest	99.63
W/D to Church Pledge(Stock)		-1,528.57
Total received for Building Fund (includes interest)	1,168.41	
		<u>1,036,331.89</u>

EXPENSES:

B & H Line of credit	265,000.00	
Campaign	16,845.36	
Consultant	20,890.00	
Architect, Engineers & Contractors	280,160.27	
Permits, fees	14,532.00	
Stained Glass Window	4,758.83	
Miscellaneous	944.90	
Total Expenses to Date		<u>603,131.36</u>

NET Funds on Hand for Building \$433,200.53

Expenses for December

WHERE FUNDS ARE:

Funds at McLaughlin Inv.(Includes Interest)	231,226.02
Cash in B&H	201,974.51
	<u>\$433,200.53</u>

Mount Vernon Unitarian Church

Memo

To: Board of Trustees

From: Lincoln Cobb, Chair, Membership Development Committee
Ron Brandt, Church Administrator

Date: January 13, 2009

Subject: Trend Data

The following data are presented in accord with church policy providing for quarterly reports on membership and other indicators of church vitality:

Membership and Attendance Trends

Year	Members	New Members	Pledge Units	Sunday Service Count	Sunday RE Count	Total Sunday Attendance
2008	359*	32	200	8,362	2,975	11,337
Oct 07 - 08	361	27	194	7,866	2,374	10,240
2007	354	23	212	8,064	2,762	10,826
2006	381	26	228	8,073	2,151	10,224
2005	378	28	254	7,973	1,964	9,937
2004	407	29	252	8,311	2,909	11,220
2003	378	49	249	8,330	3,617	11,947
2002	391	11	280	7,940	4,381	12,321
2001	395	29	260	8,641	5,062	13,703
2000	395	25	281	9,016	4,411	13,427
1999	401	23	233	9,553	3,786	13,339

*In accord with newly adopted policy, 16 members were sent letters recently inquiring about their wishes regarding continued membership. Unless they ask to be retained, they will be omitted when the official numbers are submitted to the UUA in January, resulting in a temporary (we hope) drop in the official membership count.