

Unitarian Universalist Congregation of Cleveland
Board of Trustees Meeting
Minutes

February 25, 2025

Zoom Link

<p style="text-align: center;">UUCC Mission</p> <p style="text-align: center;">Community ... within and without Spirituality ... searching and growing Justice ... in action</p>	<p style="text-align: center;">UUCC Vision</p> <p style="text-align: center;">To be a large, vibrant spiritual community, known for our warm welcome and fierce, compassionate commitment to justice.</p>
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Board Members

2025 Cohort	2026 Cohort	2026 Cohort
Dawn Arrington (7) ABSENT	Jess Levy (5)	Alicia Burkle, Secretary (6)
Barbie Jones, Co-Chair (8)	Valerie McFadden (4)	Justin Hunsaker, Treasurer (1)
Mark Weber (9)	Molly Watkins, Co-Chair (3, fill)	Chuck Segall (2)
Rev. Randy Partain, Minister (Intro)		

7:00 p.m. Welcome & Call to Order @ 6:57p

Molly

Chalice Lighting & Opening Words (5 min)

Molly

Covenant (Read the line number assigned to your name above. "Fill" person reads for all not present)

(intro) We will show up with integrity and clarity, prepared to do our work, based on the needs of the Congregation and the larger community, in accordance with the mission and vision of UUCC.

1. We will cultivate trust with one another and the Congregation by being open, accessible, and responsive in our service.
2. We will create opportunities for congregational feedback.

3. We will communicate respectfully and listen deeply with openness and respect to one another and the congregation.
4. We will accept conflict as inevitable and embrace it as an opportunity to grow.
5. We will leave space for laughter.
6. We will offer and receive accountability with respect and grace.
7. We will explore creative possibilities.
8. We will embrace this service as an opportunity for spiritual and personal growth and provide support to one another.
9. We will speak with one voice when decisions are made.

Consent Agenda (5 minutes)

VOTE

Motion by Mark Weber, Second by Justin Hunsaker; minutes passed unanimously.

Conflicts of Interest?

Molly

Barbie possible conflict of interest discussing Bylaw updates due to reference to Past President/Past Co-Chair

Future Finances Task Force (20 minutes)

Justin

Carol Gay and Lou Salza represented the Future Finances Task Force to present 5-year financial projections. Future Facilities work will be informed by future financial decisions.

BLUF (Bottom line up front): Based on 5-year projection given likely, best case, and worst case scenarios, UUCC is in a strong financial position for at least 5 years. The biggest takeaway is the importance of an investment account to bridge the gap between income and expenses.

Projections started with the budget year 2024-25. Created forecasted projections for most likely, best, and worst case scenarios. Assumptions were based on membership, % increase from pledge income, % decrease from rental income, investment yield, % increase for personnel compensation, % increase for UUA support, % increase for B&G project budget, % increase for other income/expenses, % investment increase due to market performance, B&G Capital, McKimm fund expenses, Capital/legacy campaign results, Lancashire status. Below is the overview of assumptions. The current funds in the bank are not a completely fluid asset, a large portion of the investment is earmarked for specific expenses, a portion is allocated for already planned/pre-approved projects and emergency/reserve. The church relies on the

interest from investments to bridge the gap between expenses and income. If we were to spend down the investment portfolio, we would not have that interest income to offset the gap.

Assumptions:

	Most Likely	Most Likely Factor	Best	Best Factor	Worst	Worst Factor
A Membership	flat	100%	up 2%	102%	down 3%	97%
B % incr. for pledge income	+4%	104%	+6%	106%	flat	100%
C % decr. for rental income	-10% year	90%	flat	100%	to 0 in 2029	manual
D yield from invest. portfolio (int & div)	2.31	2.31%	2.81	2.81%	1.81	1.81%
E % incr. for personnel compensation	3	103.0%	4	104.0%	-6	94%
F % incr. for UUA support	10	110.0%	18%	118.0%	-10	90%
G % incr for B&G project budget	5	105.0%	5	105.0%	5	105.0%
H % incr for other inc/exp	3	103.0%	6	106.0%	6	106.0%
I % investment incr due to market perf.	4.7	4.7%	6.2	6.2%	1.2	1.2%
J1 Below the line - B&G Capital	100k/yr		75k/yr		150k/yr	
J2 Below the line - McKimm	24-25 100,115; 25-26 92,875; 26-27 48,000		24-25 100,115; 25-26 92,875; 26-27 48,000		24-25 100,115; 25-26 92,875; 26-27 48,000	
K Capital /legacy campaign results	750k		1.5M		200k	
L Lancashire status	500k in 27/28		700k in 25/26		300k in yr 5	

*These are best estimates and forecasting based on possible scenarios and are not guaranteed by the Future Financial Task Force of the Board of Trustees.

Announcements (5 minutes)

Molly

- Opening and Closing Words Sign up
- 4th Sunday Coffee Hour Sign up
- Calendar
- Gratitude Gatherings
- Annual Meeting: June 8th

Minister's Report (10 minutes)

Rev. Randy

- February 2025
- Rev. Randy's Sabbatical Homework for the Board

Rev. Randy shared plans for 4-month Sabbatical Leave in early 2026 at Gratitude Gatherings. They will be working with the Committee on Shared

Ministry to discuss a Sabbatical Team. They also suggest the congregation consider taking on a Sabbatical Minister during this time. The congregation should discuss what the ministry needs will be during this sabbatical period so plans can be made ahead of time to mitigate disruption to current workflows and ministry needs.

- **Membership Manager**

The recommendation is to update the current Events Coordinator position to a Membership Manager position, which is also an approved UUA role with job description. The LDC and Membership Committee have expressed a need for support in engaging membership and inviting new people into membership discussions. The Operating Council approved the updated position title. The Board Exec discussed this update during the Exec meeting and the role will be officially updated and UUA recommended salary will be voted on as part of the 2025-26 budget, to begin July 1st. Sharon will begin transitioning to assume the new role on July 1st.

Sharon will work with volunteers in the congregation to facilitate the live streaming so that she can be available for other tasks on Sundays. Additional volunteers may be needed to support Sharon with membership engagement tasks. Rev. Randy and Sharon will begin to talk with committees and chairs to provide updated role expectations. Board reps for Membership and LDC will assist those committees with this transition.

Board Chair's Report (10 minutes)

Molly

- **Lancashire Sale Update**

Cleveland Heights City Council approved the sale of the parking lot along with the Lancashire building. Process is on track.

- **Annual Meeting Preparation**

Newsletter announcement for a "Save the Date" for June 8th.

Major Topics (20 minutes)

Molly

- Bylaws

Valerie

P7 - Address the requirement that "the immediate past Co-Chair shall serve on the board ex-officio ~~for one year or~~ until the next Co-Chair's successor is elected and qualified, and shall be a full voting member".

P11 - Remove past Co-Chair from membership of the Operations Council. Address whether a Board Member should be appointed (as seems to be our current procedure) to serve on the Operations Council in the absence of a past Co-Chair.

P14 - Remove Past Co-Chair from membership of the Executive Committee.

The BOT needs to update the Bylaws to be voted on at the annual meeting.

Formal discussion and BOT vote will occur at the March meeting.

- GA Delegate

Jess

Newsletter announcement for "Call for GA Delegates" in March 17th. GA will be June 18-22 in Baltimore, MD. UUCC has 7 delegates. Restricted funds available for scholarships.

- Stewardship Update

Valerie

Gratitude Gatherings have begun and are going well. We would like the BOT to get their pledges in by Sunday, March 1st in order to encourage members to get their pledges in soon.

Treasurer's Report (10 minutes)

Justin

- Treasurer's Report

Total operating expenses currently under budget, but otherwise financial stability remains unchanged. 2025-26 budget process has begun and a draft budget will be presented to the BOT in March.

- Small Board Budget Group

Justin would like to create a BOT working group to discuss specific budget items (i.e. Membership Manager position, UUA support, etc.). Barbie, Valerie, and Alicia will join the work group.

- Dashboard

- Financial Statements

- Statement of Activity
- Statement of Financial Position

Task Force Updates (5 minutes)

- **Update** Communication Valerie
The Communications team is exploring ways to address congregant concerns about not being able to access links/documents in the minutes. Additional newsletter updates were discussed/noted previously in the meeting. For discussion next month, what documents should be available to archive?
- **Update** Finance Justin/Barbie
Discussed previously.
- **Update** Facilities Molly
No updates. Meeting next week.

Committee Liaison Updates (15 minutes)

Molly

- OC - Dawn/Justin/Mark
Update to Membership Management position, as discussed above.
- Membership - Chuck
January considering membership meeting, all 6 attendees joined. A total of 8 new members in January. Planning membership events and new member dinner for later this year.
- B & G - Molly
Worked on 2025-26 budget recommendations.
- YRE - Jess
- LDC - Jess/Chuck
April 12th Leadership Retreat - Committee Recruitment and Succession; June 15th service will be focused on installing new leaders and leadership appreciation. Currently looking for new BOT members.
- Finance - Barbie/Justin
- SIT 3 - Alicia

Pre-Trial Support considering promotional videos. Youth Academy programming this month.

- Stewardship - Valerie
- Tech - Barbie

Points to Report Out for the newsletter (5 minutes)

Mentioned earlier in the minutes.

How do I feel today about the meeting? (5 minutes)

Around the Table

Closing Words

Molly

- Opening and Closing Words for 2024-2025
- March Words: Valerie

Executive Session @ 21:09

Molly

Adjourn @ 21:22

Next Scheduled Board Meeting: **Tuesday, Mar 25 Zoom**

Reference Links:

Reference: Board Reference Document

Board Technology

Sociocracy for All Basic Resources

Agenda Flags:

- **VOTE**
- **Action**
- **Discuss**
- **Update**