

FCUCC Board Meeting Minutes

August 13, 2023: 1:00 – (~)3:15

FIRST CONGREGATIONAL UNITED CHURCH OF CHRIST OF ASHEVILLE



Board Members: Chris Cain, Larry Burke, Peggy Grant, Maggie Thomas, Carol Austin-Janssen, Joanne Roudebush, Chris Nealis

FCUCC's mission is to

1. **Embody a forward-thinking, courageous, and diverse Christian community.**
2. **Follow the ways of Jesus the Christ as a grace-filled, spiritual congregation.**
3. **Practice affirming and radical hospitality.**
4. **Engage our local and global community with acts of love, mercy, peace, and justice.**

FCUCC's vision is to be an embracing community, public sanctuary, and prophetic Christian voice.

PLEASE NOTE:

The Dropbox referenced in these minutes can be viewed at:

<https://www.dropbox.com/scl/fo/eoq67pi9kl5xtjtm4dn2n/h?dl=0&rlkey=52j2pwzu731esct3yq3d6btgt>

Moderator: Chris Cain

Start Time: 1:00 PM

Location: Library at FCUCC

Note Taker: Kathleen Carter

In attendance: Chris Cain, Larry Burke, Peggy Grant, Maggie Thomas, Carol Austin-Janssen, Chris Nealis

Agenda:

1:00 Welcome & Facilitation – Chris Cain

1:05 Devotion – Chris Cain

Consent Agenda (if a report is provided)

1:10 Approval of Minutes from July 9, 2023 (Dropbox)

Approved.

1:15 Pastoral Report (Dropbox)

Approved.

1:20 Plans and Proposals for Ministries (Dropbox)

It was suggested that when meeting with the ministries, we should call it the Council on Ministries. The Board will propose that at the next meeting with the ministries.

1:25 Approval of EOM July Financial Report (Dropbox)

Approved.

1:30: Personnel Committee Report

Carol will send the report to Chris C, who will put it in Dropbox.

The Personnel Committee proposes that Juneteenth become a paid holiday. (Discussed later in meeting.)

1:35 Approval of July Building and Grounds Report (Dropbox)

Approved.

It was suggested that responsibility for scheduling ad hoc events be shifted to Noreen, the chair of the Building and Grounds Committee. Kathleen Stigmon would continue to handle ongoing events such as classes and rehearsals.

The wedding agreement limits capacity to 300 people. All rental agreements should be adjusted to reflect capacity limits. What is the official capacity determined by the fire marshal? Is it okay to add chairs in the sanctuary?

Discussion Agenda

1:40 Audit and next steps

Nothing has been done yet about the audit. The Board would like to resolve issues before calling a pastor. By the next meeting, Joanne should get a schedule of fees from a few auditors; Chris C and Gene can help with that. Are there auditing firms that specialize in non-profits?

1:50 Based on the "Annual Ministry Proposals" calendar sheet

– "focus" for ministry in 2023-2024

First thoughts about developing a focus for ministry (FCUCC has had one previously but not recently):

Gene's tree image? Would need to be more focused.

Look at common threads between existing ministries? The spreadsheet of ministries that Kathleen Stigmon assembled might help identify common threads.

September agenda item: Review Kathleen's spreadsheet.

2:00 Congregational conversations topics for the next 12 months

Budget conversation – including stewardship? – October

Behavioral covenant – February

Outreach – recruitment – who do we reach out to? – May/June

The work we've done in calling a pastor could help – nothing too radical at first.

Can we continue being a downtown congregation? – September/October 2024

2:05 Living Wage Certification

Tabled because Joanne wasn't present.

2:10 Behavioral Covenant – update: Carol

Three people have agreed to be on the team – Carol wants one more. Will require maybe two or three meetings.

2:15 Update on Safe Conduct Policy and Procedure Training edits: Maggie

Maggie will get the latest draft from Joanne, complete it, and upload it for the September meeting.

2:25 Finalize and Vote on Bylaws (Draft 4) – Roudebush

Approved with minor revisions and editorial corrections, plus greater revisions to Article VIII, Section 1c.

2:30 What are the long-range planning goals for the board? Chris. N

Maybe this should be a topic for the October congregational meeting: What does the congregation need the Board to do?

2:35 Review Finance Policies and Procedures – Roudebush (Website & Dropbox)

Tabled because Joanne isn't present.

2:40 Pastor Parish Relation Team edits (Dropbox)

Approved changes to the Pastor Parish Relations Team Guidelines and to section 8 of personnel policies and procedures.

2:50 Approval / Discussion of adding the federal holiday, Juneteenth, as a paid holiday for full-time staff

Approved Juneteenth as a paid holiday for all staff (not just full-time). The holiday will be the ninth holiday listed and will need to be added to the Personnel Policy guidelines, section 2.5 Holidays.

3:00 Any other items?

Board meeting time

It was agreed that future meetings will begin at 12:30.

Policies

The Board had agreed to look at a policy each month.

Regarding policies being updated:

Forward the updated draft to the Board and to church staff prior to the Board meeting.

Regarding approved policies:

Ask Kathleen Stigmon to put each policy on the website as it is approved.

After approval, the policy will be routed to each member of staff to read and initial.

It would be nice to see the latest date of each policy at the highest level of the website.

As new policies or amended policies are approved, they should be mentioned in the newsletter.

Next policies to look at?

Policy on Policies—Chris N. will review, edit, and forward to all Board Members.

Rental Policy and Procedures—Larry will review.

3:15 Closing Prayer and Adjourn: Peggy

Adjourned: 2:50 pm

Opening for next meeting: Chris C.

Closing: Maggie T.

Respectfully submitted,
Kathleen Carter