

Notes from UUBC Advisory Board Meeting
 Tuesday November 25, 2014
 Jeff Tate's home, Rogers, AR



NEXT MEETING: To Be Scheduled.

November 25 Attendees			
Lauren Galle	Michelle Harvey	Jim Jensen	Julie Jensen
Harris McKee	Hannah Roberts	Jeff Tate	
Absent			

Action Items

	Issue/Action	Responsibility	Status
1	Opportunity for improving UUBC websearch	Lauren	
2	Exploring Possibility for Peekabo Article	Jeff	
3	Review Susan Smith Options & respond to Lauren	All	
4	Prepare Financial Report for website	Jim/Harris	
5	Committee Interest Indication Follow-up	Michelle	
6	Distribute Skills Survey to Advisory Board	Lauren	
7	Master Document Definition	Lauren	

1. Action Item Review
 - a. Improving UUBC Website search—Jeff has terminated the support person in India. Lauren will examine opportunities.
 - b. Exploring Possibility for Peekabo Article. NFTR. Jeff will follow-up.
 - c. Prepare Financial Report for website. NFTR.
 - d. Reach Decision on Topic-Discussion-Topic-UULearn vs Topic-Topic-Discussion-UULearn—Advisory Board reached consensus on retaining format of Sermon-Discussion-Topic-UULearn
2. Treasurer's Report including multi-month Income/Expense..... Jim
 Jim sent bank statement earlier. October 2014 Revenue was about \$900 greater than October 2013. Expenses were about \$1800 higher reflecting cost associated with starting up in our new location.
3. On Recognition of Jane Barfield—Advisory Board agreed unanimously on commendation of Jane Barfield for all of her contributions to UUBC noting all the ways that she has helped in organizing our routines and communications.
4. Stewardship Drive Update Jim
 - a. Review of Pledge Total—We have 17 pledges with total of \$12,250 pledged for January-June 2015. At our current rate of about \$2400 month, this is considered a very good result since additional contributions are expected from non-pledgers and new attendees.
 - b. Committee Support Info from Forms—Limited information was provided on the Committee Interest pages; Michelle will follow-up with committee chairs to advise them of interest.
5. Organizational ReviewAll

- a. Submission of Application of UUA Membership—UUA Membership application requires a minimum of 30 members for charter application.
 - b. Membership Review-- Advisory Board agreed to credit anyone who attended two of the three UU Learn UU-101 sessions with the UU Educational Requirement for membership. Harris agreed to review the attendance data to prepare preliminary Membership list. We anticipate identifying some participants who qualify except for pledge as prospects to be approached face-to-face with the opportunity to become charter members.
 - i. Membership Categories were reviewed for clarity:
 - 1. Voting Member—Satisfies UU Education Requirement, Makes and Pays Pledge, and attends more than 25 Percent of Services
 - 2. Member-- Satisfies UU Education Requirement, Makes and Pays Pledge,
 - 3. Friend—Expresses desire to maintain association with UUBC
 - ii. Membership Recognition Sunday—February 1. In January we will provide a Tentative list of Members. On Membership Recognition Sunday we will identify all Members as Charter Members. We will further identify that those whose attendance meets the required minimum have qualified as Voting Members and note that Members may still achieve Voting status through their attendance in 2015.
 - c. Open Board Positions—With Melissa’s resignation from the Advisory Board, Board Membership now totals seven and will be further reduced at the end of December when Jeff steps down from the board. The Advisory Board discussed possible additions to the board as well as whether the optimum size might be less than the nine previously identified. It was decided not to extend any invitations now.
 - d. UUBC Support Team Review—See page two for revised list of UUBC Support Teams
6. R.E. Program Update..... Hannah
Julie reported that Jennifer had commented on how much she has enjoyed both the children and the curriculum. Hannah plans to designate Jennifer as the lead teacher and feels good about her review with the teachers and their plans to share the schedule of lessons.
7. Setting up Workshop with Susan Smith.....Lauren
Susan Smith will deliver the homily on March 1. She will lead a workshop on February 28th in Michelle’s Office Conference Room. Topic is to be resolved. Board Members are asked to review options on <http://www.uuasouthernregion.org/fallmultitrack2014alabama.html> and communicate preference(s) to Lauren.
8. Skills Survey.....Lauren
Sheila finished creating it and wanted to know about passing them out. Board asked Lauren to share survey with Board and agreed that we need to understand how results will be used before distribution; general agreement was also noted for an on-line formulation. We also discussed the previously agreed change having the Topic Sunday follow the Sermon Sunday rather than separated by a Discussion Sunday. Board failed to reach consensus. See Action Item.
9. Master DocumentsLauren
Lauren agreed to document our various sites and access as well as identification of submission requirements for news articles, etc.
10. Rituals (water ceremony, flower, baby naming, coming of age, new member recognition, etc.) Lauren
Board agreed on desirability of setting rituals, noted forthcoming new member recognition but did not address adoption of other ceremonies.
11. Jeff Tate who will be stepping down at the end of the year after serving as Church Planter and Advisory Board Leader throughout UUBC’s history shared some observations upon his term. These reflections are included below in Appendix II.

12. UUBC PensJulie
Not addressed.
13. Sojourners for Topic Sunday (Refer to Topic Committee??) Harris
14. Smiles, Amazon.com Charitable Contribution Program Harris
Skipped over this topic.

Appendix I. UUBC Support Teams
UUBC Support Teams
Revised November 25 addendum

Advisory Board - Provides overall direction and coordination of all church activities. Provides liaison for support teams. Lauren Galley, Michelle Harvey, Jim Jensen, Julie Jensen, Harris McKee, Hannah Roberts, Jeff Tate.

Sunday Coordination Team – Secure presenters for homily service, coordinate discussion topics, secure speakers and lead a follow-up for discussions, secure a “teacher” for UU Learn, Team Lead – Julie Jensen, Suzanne Miltich, Lauren Galle, Barbara Lingle, Mary McKee, Michelle Harvey.

5th Sunday – Social Sunday – Plan activities. Set-up and clean-up. Team Members –Kathy Rogers; Board Liaison – Hannah Roberts

Administrative Support Team - Order of Service, church directory, name tags and attendance. **Email:** Lauren and Harris, **Nametabs & Attendance:** Melissa, **Website:** Lauren/Harris for posting, **Visitor Followup:** Chandra, **Meet-up:** Hannah, **Newspaper Notice:** Julie, **Signage:** Harris; **Order of Service:** Harris

TeamBoard Liaison – Harris McKee

Caring and Sharing – Attend to personal needs of fellowship and coordinate assistance. Team Members – Mary McKee, Board Liaison – Julie Jensen

Community Action Team-Board Liaison-Michelle Harvey

Hospitality Team—Team Lead-Chandra Perkins

Marketing/Outreach Team-Board Liaison-Lauren

Music Support Team - Coordinator: Cherie Gieser, Members: Jim Jensen, Fran Levin, Tony Miltich-Technical spt

RE Coordination - Collaboratively build the RE program for UUBC. Teachers – Shannon Simons; Parent Support Team – Andee DeRouen; Board Liaison – Hannah Roberts

Social Team-

Appendix II. Reflections of UUBCs First Five Years

Jeff Tate

When we started this UU fellowship six years ago, I estimated that we had a 25% chance of still being in existence five years later. Happily, it is now six years later, and UUBC is doing better than ever, with our next five years, and more, secure. We have developed a cadre of committed leaders who are doing the work to run our meetings. We are in the best meeting space that we’ve ever had. Attendance in on the rise. For the first time, we have bylaws to guide our governance. For the first time, we are gathering pledge commitments. For the first time, we are preparing for the election of new Board members. This Board is functioning well. All in all, UUBC is doing better than it ever has, because of you sitting here now, and because of those who have sat here before you. The future of UUBC is no longer about mere survival; it is about what *kind* of fellowship we will create.

So now is a good time for us to avoid developing a case of “founder’s syndrome,” defined by Wikipedia as “a difficulty faced by many organizations where one or more founders maintain disproportionate power and influence following the effective initial establishment of the project, leading to a wide range of problems for both the organization and those involved in it.” I hope we’re not at *that* point yet, and I don’t want to get to that point, so it is a prudent time to end my six-year period of official leadership of UUBC by rotating off of this Board of Directors and opening the seat for a new Board member. Certainly I do plan to stay actively involved in UUBC, including presiding at our Sunday meetings when the Sunday planning team wants me to do so. But let me hasten to add that I don’t feel ownership of that position. I enjoy presiding, and so I am glad to do it; but, if the leadership teams want to introduce more variety into who presides, then that won’t hurt my feelings. And of course, I will be glad to give homilies and presentations when asked.

As I give you, and future Board members, the keys to the car, so to speak, indulge me for a moment to give a bit of parting advice or guidance. First, create a list of Board-recommended candidates for election to positions on this Board; don’t *just* hold open nominations from the floor. The healthy functioning of the fellowship will be dependent on the healthy functioning of this Board. So recommend individuals for election to this Board who have shown a sustained commitment to UUBC, to a vision of growing UUBC, and an ability to work well in groups. Of course, nominations from the floor are required, but usually the fellowship will vote for the Board’s recommendations when your reasons are explained. Second, don’t settle for UUBC’s remaining a family-size fellowship of 30 to 50 average Sunday attendance; strive to get us up to the pastoral size fellowship of an average Sunday attendance of closer to 100 so that we can hire a UU minister who is a good orator. This requires continually attracting visitors and turning them into members. The way to do this is to continually “polish” every aspect of UUBC: strive to make the Sunday service smooth, beautiful, and professional; make Sunday school enjoyable for the children and be sure the parents see that the children are learning something valuable. Make sure the music program is enjoyable and uplifting. Make sure that the Sunday speakers are relevant to UU in topic and that they are skilled as speakers. Have ways to involve newcomers quickly and meaningfully. In other words, never settle for “homespun” style or quality, because while homespun is fine for a small family-size fellowship it doesn’t work to impress visitors and to encourage them to stay. So constantly strive for improvement and expansion of every aspect of UUBC.

In this advice, I am expressing my personal vision for UUBC to grow from the family size fellowship that we have been for the past five years, on up to the pastoral size fellowship with 70 to 150 average Sunday attendance and with a full-time minister, then on up to a program size fellowship of over 150 average Sunday attendance, a full-time minister, adult Sunday school, youth programs, a dedicated and well-practiced choir, and so forth. Six years into this project, I still think that this is a reasonable vision for the future of UUBC, but I know that our surrounding culture is changing rapidly and this vision may *not* be what the future requires; there is, for example, less social pressure to attend a “church.” So to grow, UUBC has to offer those overworked individuals and families who are religious liberals or who are “spiritual but not religious” really powerful reasons to attend on their day off work. Keeping in mind a guiding vision for the future, developing forward with baby steps, and taking into consideration input from our annual World Cafés will keep UUBC out of the ditches and following the right road, *wherever* it needs to lead us.

Finally, thank you all for your support and commitment to UUBC. Especially over the past five years, *you* and your predecessors, are mostly who have made UUBC what it is. I am confident that you, and your successors, will keep UUBC healthy, and will guide our fellowship toward whatever it needs to become.