Coordinating Team (CT) Minutes

May 24, 2017

Present: Rev. David Miller, Kathy Smerke Hochberg, Rich Sider

Absent: Rev. Laura Horton-Ludwig, Pete Krone, Ministerial Intern McKinley Sims

The minutes from the 5/17/17 meeting were approved.

Unfinished Tasks (New tasks highlighted below.)

* No unfinished tasks.

Ministers’ Reports

* Rev. David Miller
	+ Reported on the Lay Minister meeting last night – talked about the budget, Assistant Minister recruitment and transition, a fall retreat date, and began discussing the book Turning Point.
	+ Attended the Sanctuaries DMV rally at the Homeland Security offices in D.C. to protest the detention of an immigrant who is a long-term resident in this country with citizen children.

Old Business

Annual Meeting/picnic planning – Rich updated the CT on plans for the picnic, which includes 3 food trucks and the youth making sandwiches. The CT also discussed annual meeting planning.

Unity walk in D.C. Sep. 10 – The Muslim Liaison Group clarified that they would like UUCF to be listed as a sponsor of the event and would like to rent a bus to transport people, which the CT supports provided the Social Justice Council approves and the MLG is willing to handle logistics and funding for the bus rental. **David will ask Rod to request approval from the Social Justice Council.**

Staff farewell planning – The CT agreed to make a general request to the congregation for donations to help defray the costs of farewells and gifts for Carol Jensen and Rev. Laura.

New Business

* Annual staff performance reviews – Supervisors have agreed to complete these reviews by the end of August.
* Assistant minister recruitment – David reported on formation of the search committee. A few resumes have been received so far and the CT discussed other ways to recruit. The CT also agreed to add language about familiarity with and interest in utilizing databases to engage and connect congregants to the skills and knowledge section of the job description.
* 3rd service task force – The CT reviewed a draft congregational survey this group would like to use to gather information. **Rich will ask Susan Bennett to join a CT meeting in June to review the survey and timing.**

Miscellaneous

The next meeting will May 31 at 1:30 p.m.

Prepared by Rich Sider