

Coordinating Team (CT) Minutes
October 4, 2017

Present: Rev. David Miller, Kathy Smerke Hochberg, Pete Krone, Rich Sider, Ministerial Intern Pippin Whitaker

Absent: Sarah Caine

The minutes from the 9/20/17 meeting were approved.

Unfinished Tasks (New tasks highlighted below.)

- Rich to collect data on parking overflow on Sunday mornings.
- Rich to bring a proposal to resolve the property encroachment by neighbors.

Ministers' Reports

- Rev. David Miller
 - The Director of Administration search is underway. Ads have been placed, including on sites directed toward a more diverse candidate pool. The Board approved the salary range at their meeting last evening.
 - The send-off for Linnea Nelson last Sunday was lovely and Diana Tyser is off and running as the interim Director of RE.
 - Sarah and Shannon Williams met with the Membership Committee to get acquainted and Sarah is formulating what she would like to emphasize in the area of visitor and member engagement. She also is jumping into pastoral care leadership and is working with Pippin on covenant group development.
 - There has been lots of feedback on the new Sunday service format, mainly about which service people would like in their preferred time slot.
- Pippin Whitaker
 - Is talking with other congregations about covenant groups and the common challenge to have the groups remain open to new members.
 - The young adult group is coming along – there's a diversity of interests, some most interested in social events, some in more spiritually oriented activities and some in service and social justice.

Old Business

- Program Evaluation Committee – At the request of the PEC, Kathy asked for and the CT provided more specific guidance on the focus of the RE review.
- CT annual work goals – The CT reviewed, edited and approved these goals for the year. **Rich will send the list of goals to the Board for review.**
- Strategic goal semi-annual report to the Board – The CT reviewed and affirmed the revised document. **Rich will send the report to the Board.**
- Septic system upgrade update – Rich reported on the cost of repairs to the upper Sanctuary system. A cost estimate on repairs to the lower field should be available within a couple of weeks.

New Business

- Fundraising calendar – Pete presented a first draft of the calendar of special fundraising efforts for the current congregational year, although he is still waiting for information from some groups.

- Social Justice Council Advocacy Action Committee Charter – The CT approved this charter.
- Staff transition funding – Rich reviewed the estimated cost impact of transitions in the Director of RE and the Director of Administration positions. A number of variables could impact the total. The CT discussed approaches to covering the extra costs and **Rich and David will review the cost and a proposal on how to cover it with the Board.**
- Denominational Connections Committee question – The DCC asked if the CT has any issues for them to take to the Cluster group. David asked if they could address how to better coordinate Cluster congregation participation in actions related to the current political and social environment.
- Replacement reserve schedule – The CT reviewed the updated 8-year schedule of deferred maintenance needs and discussed options on how to pay for it. It would be good to share this document with the congregation, perhaps at one of the FOC forums. **Rich will review the schedule with the Financial Oversight Committee.**
- SR&R AV support – The CT confirmed that the SR&R group will need to either find volunteers to be trained to run AV for their meetings or pay for a staff AV Tech. The UUCF budget doesn't include funding to pay for this service.

Miscellaneous

The next meeting will be Oct. 11 at 1:30 p.m.

Prepared by Rich Sider