

Coordinating Team (CT) Minutes  
November 1, 2017

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

The minutes from the 10/11/17 meeting were tabled pending review.

Unfinished Tasks (New tasks highlighted below.)

- David to follow up with the Social Justice Council on how to resurrect the task force to define the process to be used to expend the Reach social justice set-aside funds.

Ministers' Reports

- Rev. David Miller
  - Spoke with Mark Hicks about Beloved Conversations training at UUCF. **He will talk with the Racial Justice Steering Committee to schedule.**
  - He will be with the Coming of Age class in Boston this coming weekend.
  - Reviewed two incidents that happened in October and follow-up.
  - Has planned the preaching schedule for the rest of the year and reviewed the November and December calendar of events with staff.
  - Noted that 17 applications have been received for the Director of Administration position. The search committee meets on Thursday.
- Sarah Caine
  - A membership signing ritual will be held on Sunday with 4 new members joining. Fourteen have signed up for a newcomer's orientation, also scheduled for Sunday.
  - Preached last Sunday and will do so again this week.
  - Attended the UUSJ awards dinner last weekend at which UUCF member Heather Wiemer was recognized as an Emerging Leader.
- Pippin Whitaker
  - Preached on Oct. 22.
  - Seven young adults attended a fellowship and renewal session, which included a good discussion of courage in their lives. The group wants to lead a worship service, which has now been scheduled. The next brunch is this coming Sunday.
  - Has been discussing how to provide pastoral care resources for UUCF youth with Courtney Firth.
  - Will be working with Laura Weiss to provide spiritual enrichment resources for the choir.

Old Business

- Real estate property tax issue – Rich reported on a meeting with the County official and the CT review and affirmed a letter response to the County's inquiry. **Rich will send the letter and other requested documents.**
- Conflict of Interest policy and Articles of Incorporation amendment – Rich shared the final Board approved versions of these documents.

### New Business

- Change in Pippin's internship – David and Pippin reported that in order to be able to proceed with the UUA Ministerial Fellowship Committee process in 2018, Pippin will be working full-time for the remainder of this congregational year. The CT discussed additional duties she might take on as part of this time expansion. **David will follow up.**
- Fall attendance comparison – The CT reviewed data comparing attendance this fall with the previous 2 years to see if there is any clear indication of the impact of the new Sunday service format. The data seems to show that attendance has been lower at 9:15 but the impact at 11:15 is less clear. The CT will again review the data after the end of the year.
- Special congregational meeting on Nov. 19 – This meeting will be held immediately after the second service and will have 2 agenda items – approving the Articles of Incorporation amendment and voting to ordain Sarah Caine. The official announcement will go out in the Nov. 9 eNews.
- Leadership Development Team survey – The CT reviewed and affirmed this survey, which will be sent to congregational lay leaders, with one word change.
- As needed set-up help – With Rich's departure, someone will need to handle meeting and rental set-ups during the week when Event Manager Bill Braband isn't available. Rich informed the CT that Kerry Fraser is available to do this, which the CT approved.
- Joys and sorrows candle stand – The Worship Environment Committee is working on options to replace the current stand, which is deemed unstable. **David will talk with WEC members about his ideas.**
- Fund investment proposal – The CT reviewed and approved a proposal to invest some fund balances in a CD-like and a short term bond fund. **Rich will make sure the FOC approves the proposal as well.**
- Divecha recognition painting and plaque – Shari MacFarlane is completing the painting and Rich is working with Reshma Eggleston on the plaque in honor of her mother. The CT agreed to this recognition last year in return for a substantial contribution to the Within Reach fund.

### Miscellaneous

The next meeting will be Nov. 8 at 1:30 p.m. unless it isn't needed.

Prepared by Rich Sider