

Coordinating Team (CT) Minutes
January 3, 2018

Present: Rev. David Miller Sarah Caine, Kathy Smerke Hochberg, Peter Krone, Rich Sider, Jenice Jones-Porter

The minutes from the 12/6/17 meeting were approved.

Ministers' Reports

- Rev. David Miller
 - Planning for the Director of Religious Exploration search is in progress. The search will begin in February.
 - Based on the Board's yearly goals from the retreat to be open, clear, transparent and timely about budget information, a meeting has been planned on January 16, 2018 at 7:30 p.m. The purpose of the meeting is to plan the annual campaign, communicating budget ramifications and coordinate a communications plan regarding both. Board members, the CT, Generosity, Endowment and Finance Teams have been invited to attend.
 - Sarah Caine will be ordained on March 11, 2018 after the second service. Planning for the event is in progress.
- Sarah Caine
 - The Newcomer Orientation will be held on January 27, 2018.
 - The Covenant Group launch will take place on January 21, 2018 after the second service.
 - Sarah will attend and audit a class in Chicago January 13-20, 2018. As a result, she will not be at UUCF during the previously mentioned time period.

Old Business

- An update was provided on the disruptive person policy. A certified letter was sent to a member that violated the policy informing the individual about the policy, citing incidences of unacceptable behavior, the regulations and remedy for allowance at UUCF activities and events.
- Plans for the septic system and window upgrade are moving forward.

New Business

- The Pass the Plate funds were received from the congregation on Christmas Eve. The funds have been designated to the Minister's Discretionary Fund.
- The orientation of the new Director of Administration, Jenice Jones-Porter is in progress.
- The CT reviewed a list of members who have not been active and have not kept pledges as well as active members who have not contributed financially in the past year. Letters will be sent to the prospective groups.
- The CT received a request to approve a bus trip to Richmond, VA to lobby State Legislators on gun control legislation. Funds have been provided from an outside group to charter a bus. The CT approved the event.

- The Innovation Committee has requested approval for a project from the CT. The scope of the project has changed significantly. As a result, the CT requests that the Committee provide more information prior to approval.
- Members of the CT will sign a conflict of interest agreement to ensure that there are no conflicts.

Miscellaneous

The next meeting will be on January 10 , 2018 at 1:30 p.m.

Prepared by Jenice Jones-Porter