

Foothills Annual Congregational Meeting
Approved Minutes
June 2, 2019



Minutes approved on June 14, 2020

1. Meeting called to order at 12:35 pm by Board President Ed Beers. Chalice lighting by Sue Sullivan.
2. A remembrance of members who had passed and celebration of babies born, by Rev. Sean Neil-Barron and Kristen Psaki.
3. April Undy certified that per Robert's Rules, we had met the definition of a quorum (the minimum number of voting members who must be present at a properly called meeting in order to conduct our official business -- 10 percent of our membership rolls). Fran Wilson moved to adopt the proposed standing rules for the meeting. Jenn Powell seconded. Motion carried.
4. Ann Molison moved and Doug Powell seconded a motion to approve the proposed meeting agenda. Motion carried.
5. Ed Beers called for any corrections to the June 3, 2018 annual congregational meeting minutes and hearing none, declared them approved. He called for any corrections to the Sept. 30, 2018 special congregational meeting minutes and hearing none, declared them approved. He called for any corrections to the Feb. 10, 2019 special congregational meeting minutes and hearing none, declared them approved.
6. Ed delivered the President's report on the progress the Board has made in implementing the church's new structure of policy-based governance that is allowing us to operate more efficiently as a large church, orienting us effectively towards the future, and helping us to stay focused on living into our mission as we do the work of this church.
On behalf of the board, Sara Steen honored and thanked outgoing Board President Ed Beers and board member April Undy, and thanked Jody Anderson and Susanne Skok, who finished their terms on the governance committee; Fran Wilson who finished her term on the personnel committee; and the members of the Readiness to Call task force (Joan Woodbury, Dian Sparling, Alex Harris, Susan Dunn, and Sue Sullivan.) She also recognized the 18 facilitators of the board's massive fall visioning effort.
7. Acting senior minister Sean Neil-Barron presented the minister's report, declaring 2018-19 a foundational year in which Foothills' established a solid platform for future growth, after much change in recent years. The jump to three services this

past year increased our average Sunday worship attendance from 215 to 295. We have a total of 618 members now, including 42 newly joined this past year, 116 first-time visitors, and 84 graduates of the Base Camp program for prospective members. In late summer of last year, we hired seven new staff members and much of the fall was spent building a new culture among the expanded staff. Kristen Psaki was hired as our first ever ministerial resident. We voted to call Sean into settled ministry, and Foothills' associate minister, Rev. Gretchen Haley began a three-month sabbatical after seven long years without a significant break. Kristen is working to create a new model of immigration ministry here at Foothills, the caring ministry team has reached out over 300 times to members and friends in need of care, and Foothills launched a new website and a new brand.

8. Anne Hall, representing the Board of Trustees Ordination task force, explained the Unitarian Universalist process of ordaining ministers, wherein congregations are the only entity with the power, right, and responsibility to formally name and affirm the qualifications of the ministers that serve our faith. When Kristen Psaki, our ministerial intern, asked Foothills to consider ordaining her, the board convened a task force to speak with as many members of the congregation as possible about their experiences of Kristen's ministry, to educate us about the process of ordination, which is different than a call or hiring of a minister to a specific congregation, and to determine whether the consensus existed to ordain Kristen as a minister of the Unitarian Universalist Church. Anne reported that the task force found support for this was enthusiastic and widespread and the board voted to affirm the task force's recommendation to ask the congregation to vote on ordaining Kristen. Anne made a motion to ordain, no second was required, and the motion passed unanimously and enthusiastically. Rev. Sean Neil-Barron noted that Kristen's new title will be Assistant Minister for Beloved Community.
9. Elizabeth Stanley, chair of the nominating committee, presented the slate of nominees for open elected positions, describing the process of leadership development that has led to a strong and effective process of finding and training new lay leadership. She asked for questions, discussion, and any nominations from the floor.

Hearing none, Elizabeth Stanley moved that the following slate of lay leaders be elected: to the board of trustees, Joan Woodbury for a one-year term, Brendan Mahoney re-elected for a two-year term, Debbie Gentry to a three-year term, Sara Steen to the position of Board president for one year, and Sue Sullivan as

president-elect and for a three-year term; to the nominating committee Michelle Venus for a three-year term and Elizabeth Stanley for a one-year term; to the endowment committee Jennifer Crane and Chuck Fletcher, both for three-year terms. Motion passed.

10. Church administrator Jeffrey Mizell presented the six-month extension budget from July 1 to Dec. 31 2019, a half-year budget that will allow Foothills to switch to a calendar year budget in 2020. After presenting projected income and expenses he asked for questions and discussion.

Tim Clouse asked about the church's cash flow and liquidity and Jeffrey affirmed that we are budgeted to end the year in a positive cash flow.

Steve Tenbrink asked why we would move to a calendar year budget and Jeffrey said it would ease confusion around the difference between the current fiscal year vs. the tax reporting year and Sean indicated it would also help smooth out cash flow.

Jody Anderson asked whether Foothills had been able to raise staff salaries to a competitive level yet. Jeffrey said the church's goal is to get staff to the mid-point of the UUA's salary range (and raising some of those targets when they fell below the minimum cost of living wage for the Fort Collins area.) That has not been achieved yet, but all staff positions are at least now above the minimum of the range and some are near mid-point.

Amber Lamb asked if switching to a calendar year wouldn't create a lot of extra fiscal work for staff during the December holiday season, which is a busy time at church and Jeffrey indicated that he would be able to take that work off the shoulders of the ministers and it should not impact them.

Dick Cullor asked how far we were from midpoint salaries for staff and Sean said we are in the third most expensive geographical index of the UUA's salary guidance, and that ministry has prioritized raising salaries in the following way: getting all staff up to the minimum, then getting staff that haven't been paid appropriately for decades up to midpoint. He indicated that Ministry would calculate the amount of additional salaries we would need to get everyone to midpoint and give that figure to the board and the congregation at large.

Jim Smith asked about the rummage sale as a source of income and service to the community. Sean explained that long-time volunteers wanted to turn the reins over to new leadership but no one stepped up to take on the job, and that instead the church is reimagining elements of the rummage sale in a more manageable form for volunteers to organize. May's book sale raised \$2,500 and there is a holiday-themed rummage sale planned for October.

Amber Lamb asked what the Wake Now Our Vision grant money (a 10 percent matching grant from a foundation for any legacy gifts made to Foothills last fall and totalling \$48,000) would be used for. Jeffrey said it would be designated for Foothills' cash reserve fund, to help us achieve the board's goal of having 10 percent of our annual budget set aside for unexpected expenses or bumps in cash flow.

Board member Brendan Mahoney moved to approve the 6-month operation budget and the motion passed unanimously.

11. Mary Louise Gerek representing the Board's Restoring Wholeness Task Force, said the task force expected their work to be a two-year process of healing and building a future where each person's integrity is respected, expectations for healthy boundaries between religious professionals and congregants are understood, and there is a clear path toward accountability and healing if violations occur. "We aspire to a culture that seeks the truth about its own history and does so with an openness and a commitment to compassion and justice, one in which we live in accordance with the values dear to our UU heritage and essential to a healthy and vital spiritual community." She welcomed communication to the task force via its email address restoringwholeness@foothillsuu.org.
12. Karen Johnese, representing the Ministry's Building Expansion team, gave a timeline of the church's space needs inquiry, decision to stay at the current campus, and work to select an architect, who engaged 140 Foothills members and friends in design charettes this winter that informed the preliminary design schematics, which are the concept drawings of a project. "We are only half-way through the design schematic process and we will be asking for your feedback" as they are finalized in preparation for the capital campaign, with the hopes that final construction drawings will be ready for city approval in the spring.
Architect Peter Ewers presented a slide show of the preliminary schematics and offered to take questions, comments, and other feedback in the social hall after the congregational meeting.
13. Jeffrey Mizell presented the capital fundraising budget, explaining that the Capital Campaign team had interviewed a selection of capital campaign consultants, choosing one that had the best track record of fundraising for congregations, including several UU congregations, and the shortest campaign time frame (16 weeks start to finish.) This consultant, James D. Klote and Associates, was also in the mid-range of cost, while being the only consultant to provide an on-site, full-time consultant for the duration of the campaign. Of the \$109,000, all but \$5,000 has already been secured and the remainder

has been pledged, Jeffrey reported. The capital campaign budget also includes some soil/civil engineering/asbestos surveys that need to be done prior to construction drawings. Erin Hottenstein moved to approve the capital campaign budget and the motion was approved unanimously.

14. Sara Steen moved to adjourn the meeting at 2:25 pm. Julia Ambrose seconded, and the motion was approved.