

TJD Board Meeting Agenda
October 7-8, 2010
Richmond, VA

Vision of the Thomas Jefferson District of the UUA

We are a vibrant diverse faith community of healthy, inclusive, and multicultural congregations who grow through service and connection, thereby transforming ourselves and the world.

Objectives of Board Retreat

1. Approve a strategy to support congregations who are intentionally becoming a MR/MC community and that encourages other congregations to follow
2. Develop a plan to establish stronger linkage with our sources of authority and accountability that is aligned with UUA board ends
3. Review and assess TJD Policy Manual
4. Consider funding sources. e.g. capital campaign
5. Update information regarding the December Southland Regional Meeting
6. Develop follow-up actions from adoption of Policy Manual
7. Conduct the board's fiduciary and strategic business
8. Leverage the board's generative energy to meet objectives 1 and 2 and determine other ways to fulfill our vision
9. Receive reports from DE, Nominating Committee, Finance Committee, Liaison Committee, ARAOMC Monitoring Committee

Thursday, October 7

04:00 pm – Finance Committee Meeting

Martin Bauer

05:30 pm – Adjourn

06:00 pm – Dinner

Friday, October 8

- 08:30 am – Chalice lighting/Centering Denise Rimes
- 08:40 am – Check-in
- 09:15 am – Business Meeting¹
- General Process Observer Jennifer Ryu
 - ARAOMC Process Observer Nate Hollister
 - Time Keeper Fred Anderson
 - Approve Agenda
 - Approve Minutes from August meeting² Gracia Basham
 - Written reports received³
 - President’s Report Jim Key
 - DE’s Report Annette Marquis
 - VP’s Report Denise Rimes
 - Liaison/Linkage
 - By-laws update
 - Policy Governance update
 - Treasurer’s Report Cyndy Bailes
 - Finance Committee’s Report Martin Bauer
 - Kinston Fund update
 - APF Report Jeff Clark
 - Chalice Lighters’ Report Regina Largent
 - GA Charlotte Report Mary Alm
 - ARAOMC Monitoring Committee’s Report Peter Kandis
 - Trustee Report Jake Morrill
 - Leadership Development Committee Anna Olsen⁴
- 11:00 am – Old Business
- Review action Items from August Jim Key
- Action Item:** Build working group on linkage with Trustees – Denise Rimes to report at October board meeting.
- Action Item:** Annette Marquis to convene meeting of Cluster leads, no date set.
- Action Item:** Peter Kandis to convene an ARAOMC Monitoring Committee of the Board and report on status of implementing the recommendations of the AR Task Force at the October board meeting.

¹ Break at 10:00 am

² Addendum 1

³ Send reports to Glenn by October 1, collected and board package sent to attendees and posted on webpage by October 4.

⁴ Not attending

Action Item: Jim Key to develop for October board meeting models to present to Southland regional group on possible governance structures.

Action Item: Jim Key to invite Mary Alm to October board meeting to discuss preparations for GA Charlotte 2011.

Action Item: Peter Kandis to send Anna Olsen Columbia’s leadership development committee charter.

Action Item: Anna Olsen to present a Leadership Development Committee charter at the October board meeting.

Action Item: Explore a conversational framework to discuss new opportunities for “church” – Nathan Hollister to provide analysis with no date established to report back.

Action Item: Annette Marquis to report on recommendations to support vital congregations at the October board meeting.

Action Item: Jim Key to name a three-person Election Supervision Committee by October Board Meeting as required by the by-laws.

Action Item: Denise Rimes to report on status of possible by-law changes at the next board meeting.

11:15 am – Old Business Continued

- TJD Legacy Scholarship Update Jim Key
- Letter from Rev. Dr. Lee C. Barker⁵

11:30 am – New Business

- A History of UUA Districting Video
- Rev. Dr. Susan Ritchie

12:00 pm – Lunch Recess

01:00 pm – New Business Continued⁶

- Vital Congregation Strategy Annette Marquis
- Southland Region Framework Jim Key

⁵ Addendum 2

⁶ Break at 2:30 pm

- Policy Manual Assessment
 - Sections 1-7
 - Section 8
 - Section 9
 - Section 10
 - Section 11.1
 - Section 11.2
 - Section 11.3
 - Section 11.4
 - Section 11.5
 - Section 11.6
 - Section 11.7
 - Process Observation Reports
 - Closing Reading
 - Recess to Executive Session with DE
 - Recess to Executive Session with Directors
- All
Jim
Gracia
Denise
Nato
Cyndy/Martin
Ann Marie
Pam
Jennifer
Fred
Peter
Jennifer Ryu
Nate Hollister
Gracia Basham

03:30 pm - Adjourn

Addendum 1**Thomas Jefferson District of the UUA
Board Retreat Meeting Minutes
Friday, August 20, 2010, Hampton Inn, Mooresville, NC**

The meeting was called to order by Jim Key at 4:00 pm.

- Board members present: Jim Key, Rev. Jennifer Ryu, Fred Anderson, Rev. Ann Marie Alderman, and Nathan Hollister. Denise Rimes and Pam Whistler arrived later on 8/20 and Peter Kandis arrived during dinner.
- Board members absent: Gracia Basham and Cyndy Bailes
- Staff Present: Annette Marquis, Rev. Glenn Johnson, Rev. Sue Sinnamon, and Donna Sequeira.
- Guests Present: Anna Olsen (Nominating Committee), Martin Bauer (Finance Chair)
- Jim Key called the meeting to order at 4:00 pm with Chalice Lighting and Centering by Nate Hollister, followed by a thoughtful check-in.
- The minutes of the April 30, 2010 were approved as distributed without correction. Fred Anderson moved, Pam Whistler seconded, unanimous. The Agenda was approved with flexibility. Fred Anderson moved, Pam Whistler seconded, unanimous.
- A packet of committee reports was distributed to attendees and is attached as addenda to these minutes.
 - Jim Key reviewed the action items from the last board meeting and updated their status.
 - President's Report: Jim referred to his written report and highlighted the continuing dialogue with DPs from the other districts in the Southland Region as they prepare for the Dec 3-4 meeting in Orlando of all board members, trustees, and staff from the four districts as well as Courter, Limpert, and Cooley. The purpose of this meeting is to continue the conversation on Governance in the UUA and how to more effectively and efficiently serve congregations.
 - Treasurer's Report: Annette Marquis reported in the absence of the Treasurer. The reports are positive but preliminary. SUULI income has been recorded but not all related expenses have been recorded. Jim Key requested in the future to have a reconciled, current report every month since one of our roles as a Board is Fiduciary. Annette Marquis stated they hope to have the first quarter reports at the Oct. Board meeting. Jim recognized Martin Bauer's efforts for undertaking the reconciliation of bank statements this year. Additionally, the board expressed sincere thanks to Cyndy Bailes for her many

years as District Bookkeeper while also serving as Treasurer. The hiring of a part-time bookkeeper should lessen Cyndy's bookkeeping responsibilities by transferring those responsibilities to the staff.

- Finance Chair's Report- Martin Bauer reported the need for a replacement of one Kinston Fund Board Director with the loss of Rev. Charles Howe as well as a second director for a current director wanting to resign. There was discussion on the need to involve the congregations East of I-95 in NC on best uses of the fund to further the growth of Unitarian Universalism in that area. **Action Item:** Bauer will work to find candidates for the Fund and report at the October Board meeting.
- APF Report from Jeff Clark is included in the packet.
- DE Report: Annette Marquis expressed appreciation for the support from the Board regarding her participation in the organized actions in Phoenix to protest the AZ HR 1070 bill. She reported the TN/KY Flood Relief Fund has about \$50,000 and is being distributed. Additionally, Annette reported that another Living Legacy Pilgrimage is planned for April 17-23, 2011.
- Interim process observation reports were given by Rev. Ann Marie Alderman and Fred Anderson.
- Jim Key provided a Closing Reading.
- The meeting recessed for dinner at 5:45 pm
- The meeting reconvened at 7:45 pm
- In-gathering and centering was given by Rev. Ann Marie Alderman
- ARAOMC Board Training was given by our new Social Justice Coordinator, Donna Sequeira
- Check-out was facilitated by Jim asking for responses around the question: What excites me about this work?
- The meeting recessed until 8/21/10 at 9:00 am.

Saturday, August 21, 2010, Board Meeting at Lake Norman State Park, Troutman, NC,

The meeting reconvened at 9:15 am.

- Board Members present: Jim Key, Rev. Jennifer Ryu, Fred Anderson, Rev. Ann Marie Alderman and Nathan Hollister. Denise Rimes, Peter Kandis and Pam Whistler
- Board members absent: Gracia Basham, Cyndy Bailes
- Staff Present: Annette Marquis, Rev. Glenn Johnson, Rev. Sue Sinnamon, Donna Sequeira.

- Guests Present: Anna Olsen (Nominating Committee), Martin Bauer (Finance Chair), Rev. Audette Fulbright, Leon Spencer
- Jim facilitated a check-in around the question: What excites me about this work? Jim also referred to the Objectives of our meeting circulated with the agenda.
- New Business
 - Event calendar for 2010/2011 was reviewed by Rev. Glenn Johnson. Upcoming District events include a Leader's Convo in Charlotte, 9/25, facilitated by Annette, Sue, Glenn, and Jim. The Oct. 8-9 Antiracism Conference in Richmond will have a youth track. Donna and Sue will offer a Worship, Spirituality, and Justice meeting in Charlotte on November 6.
 - Denise Rimes led a linkage discussion on how best to engage stakeholders in developing congregational relationships. Clusters would be a possible mechanism. Discussion included honoring the organic clusters and how the Board should communicate with congregations. Annette suggested calling leaders of Clusters.
Action Item: Build working group on linkage with Trustees – Rimes to report at October board meeting.
Action Item: Annette Marquis to convene meeting of Cluster leads, no date set.
 - AR Task Force Report: Three of the members of the AR Re-Envisioning Task Force were introduced by Annette: Rev. Ryu, Leon Spencer, and Rev. Fulbright. The Task Force thanked and commended the Board for leadership around the proposed district name change and suggested the Board encourage the congregational delegates to be knowledgeable about issues and freed to vote their conscience. The Board accepted the report with thanks and gratitude for their work. Motion by Denise Rimes, seconded by Peter Kandis, unanimous.
 - The AR Task Force recommended that the district reach out to DRUUMM (Diverse and Revolutionary Unitarian Universalist Multicultural Ministries and LUUNA (Latina/o Unitarian Universalist Networking Association) by offering to host and support a stand-alone, multi-generational People of Color gathering in the district. Motion to approve and authorize up to \$10,000 in support made by P. Kandis, seconded by D. Rimes, unanimous.
Action Item: Peter Kandis is responsible to convene an ARAOMC Monitoring Committee of the Board and report on status of implementing the recommendations of the AR Task Force at the October board meeting.
 - The teleconference with Rev. Jake Morrill, Trustee was not possible due to cell phone coverage issues. However, his report

is attached. He welcomes suggestions how the UUA board and TJD district boards can partner in this important linkage with congregations. Denise Rimes will consult with Jake as she prepares a model for our district board liaison (linkage) work. Jin Key would entertain a move towards Regional Governance as discussed at the UUA Board, DPA and GA meetings and to be continued at a Dec. 3-4 regional meeting in Orlando for all Southland boards. Rev. Alderman supported this initiative if it also included Cluster support.

Action Item: Jim to develop for October board meeting models to present to Southland regional group on possible governance structures.

- GA Charlotte hosting/training meeting planned between Mary Alm, District Coordinator and Annette in September. She has challenged TJD congregations to have 25% of members attending. GA is an opportunity for the District to highlight initiatives, possibly with a video at the Opening Ceremony.
- **Action Item:** Jim Key to invite Mary Alm to October board meeting to discuss preparations for GA Charlotte 2011.
- The Nominating Committee was represented by Anna Olsen. The charge by the board to the committee is to become a Leadership Development committee and to look at other models.
- **Action Item:** Peter Kandis will send Anna Olsen Columbia's leadership development committee charter.
- **Action Item:** Anna Olsen will present a Leadership Development Committee charter at the October board meeting.
- TJD Legacy Scholarship funding coordinated by Denny Davidoff was discussed including the lack of scholarship monies and seminary graduates having large loans to repay. Suggestions include for the Board and Staff to be in conversations with schools, provide internships, having teaching pastors or mentors. Motion by Denise for the District to pledge \$15,000 over 3 years to the TJD Legacy Scholarship, seconded by Ann Marie, unanimous.
- Nathan Hollister offered a report on the economy and how it may affect congregational funding going forward.
- A discussion on funding TJD Ministers' discretionary funds was discussed but no actions taken.
- Annette spoke of some ministers' efforts at "Evangelizing the South" to support UU growth within the framework of a southern culture. D Segueria suggested cultivating a vision around young adults. The *Lifelong Faith* publications on *Faith 20/20* and *new Digital Media* were discussed. Donna added we needed to find out why people visit and not return. Pam Whistler suggested each board member have a conversation with a young adult in

- their congregation to understand and to provide feedback to the board why young adults are leaving their congregations. A District Youth Council to help coordinate programs for High School students was suggested by Nathan Hollister.
- **Action Item:** Explore a conversational framework to discuss new opportunities for “church” – Nathan Hollister to provide analysis with no date established to report back.
 - The work of congregations around ARAOMC was recognized by Annette at Richmond, Williamsburg, and Oak Ridge congregations. Sue Sinnamon is presenting Cultural Competency Workshops with Multi-Vocal and Multi-Generational segments. The staff and board needs a more formal strategy to support the All Souls Church in Durham, NC. Moreover, an initiative to bring a Name Change initiative forward is being considered by Richmond.
 - **Action Item:** Annette Marquis to report on recommendations to support vital congregations at the October board meeting.
 - Annette Marquis stated the Global Ends requires the Board to monitor how the staff is doing to achieve healthy congregations and a vibrant faith community. The piece on congregation education in the Anti-Racism Task Force reports should be considered as a vehicle for doing this.
 - Trustee Election Procedure was reviewed by Fred Anderson.
 - **Action Item:** Jim Key to name a three-person Election Supervision Committee by October Board Meeting as required by the by-laws.
 - Denise Rimes expressed the need to revise the By-Laws using Policy Governance language
 - **Action Item:** Denise Rimes to report on status at the next board meeting.
 - Process observation reports were given by Rev. Ann Marie (ARAOMC) and Fred Anderson (General).
 - Next board meeting is October 8-9, 2010 at the Antiracism Conference in Richmond.
 - Closing Reading was given by Denise.
 - Board moved into Executive Session with Annette.
 - Board moved into Executive Session with board members only.
 - Meeting Adjourned at 5:00 PM

Respectfully submitted by Pam Whistler, acting for Gracia Basham,
Secretary

Addendum 2

Meadville Lombard
Theological School

Lee Barker
President and Professor of Ministry

September 8, 2010

Mr. Jim Key, President
Members and Officers of the Board
51 Petigru Drive
Beaufort, SC 29902-5288

Dear Jim and the Members and Officers of the Board:

On behalf of Meadville Lombard Theological School, thank you for your collaboration to establish and fund the Thomas Jefferson District Ministry Legacy Scholarship for Meadville Lombard. When fully funded, the scholarship will provide continuous tuition support to a student in preparation for a career in the Unitarian Universalist ministry. Students from the Thomas Jefferson District will receive preference for this scholarship. I was greatly inspired by your recent decision to restart the fund drive with a pledge of \$15,000 to be paid over three years. My staff and I are enthusiastic about setting the goal that will see getting your generous grant matched tenfold.

Your work and that of your congregations and individual Unitarian Universalists throughout the Carolinas, Tennessee, and Virginia, will support a student in our innovative "TouchPoint" distance-learning format, working in a new curriculum emphasizing development of ministers trained to navigate the waters of multiculturalism, community organizing, and complicated, often frustrating, social policy. Nowhere is the imperative to do so better understood at the deepest and widest levels than in the Thomas Jefferson District. Our new Meadville Lombard curriculum is focused on teaching these skills as well as the traditional components of liberal theological education. Congregations and seasoned ministers in TJD are participating in this program as teaching congregations and teaching pastors. These teaching pastors, in particular, whether alumni/ae of Meadville Lombard or other seminaries, have signed onto major roles in our new curriculum with verve and commitment.

Thank you for the leadership it requires to take up this challenge. Thank you for welcoming the staff of Meadville Lombard into your churches and your homes, as well as into your Annual Meeting. You have demonstrated that you carry a great vision for creating a partnership between districts, Meadville Lombard, and ministry. I am convinced that this action will set a precedent that will be taken up by others in years to come.

5701 South Woodlawn Avenue, Chicago, IL 60637 · 773.256.3000 · meadville.edu

Denny Davidoff, whom many of you know from her years of service to the UUA, is heading Meadville Lombard's staff team to help you make the scholarship drive a financial and spiritual success. I have complete confidence that, together, we will make this happen. Both as president and as a Meadville Lombard graduate, I thank you from the bottom of my heart for all you have done, all you are doing, and all that is yet to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Lee Barker", written in a cursive style.

Rev. Dr. Lee C. Barker, DMin '78, DD '01
President and Professor of Ministry