

University Congregational United Church of Christ
Walking together on God's transformative adventure,
following the path of love and justice as revealed to us by Jesus
6:45 pm – 9:00 pm Wednesday, February 17, 2021

Church Council Agenda	Purpose	Lead/Presenter	Pg #
Gathering			
Land Acknowledgement		Volunteer	2
Declaration of Quorum		Moderator	
Opening Prayer		Catherine	
Circle of Sharing	Deep connections	All	
Grounding for our work and ministry	Growing in our faith	Kyna	
Consent Agenda	Approve or move for discussion	Moderator	
Minutes of Council Meeting 1-20-2021			4 – 7
Verify final 2021 budget			7
Reports/Old Business			8 – 18
Ministries and Leadership Staff Reports	Information-sharing	All	
Financial report	Review, discuss	Don Guthrie	attached
New Business			
AIR – Retainer for Cynthia MacLeod & Diane Schmitz		Terry	19 - 20
AIR – 2020 Surplus Distribution Committee		Kyna, Ed	21
AIR – Racial Justice liaison to council		Terry	22
Once Around			
Closing Prayer		Steve	

Next Meetings: March 17, April 21

Land Acknowledgment

We gather as guests of the Duwamish people on their traditional, unceded land that touches the shared waters of other Coast Salish tribes. We understand that their identity and richness of culture are deeply connected with the mountains, valleys, waterways, and shorelines that surround us all. We commit to learning about the Duwamish, other indigenous cultures, and historical and ongoing oppression of indigenous peoples. We strive to nurture our relationship with indigenous peoples, especially our neighbors, by joining their efforts to work for social justice and to care for this land.

A land acknowledgment is a gesture of respect and awareness. It becomes meaningful when coupled with informed action that builds relationships.

Council Goals as Adopted Fall 2020 - Spring 2022

These items will have priority in council discussion and awareness, in inviting council member involvement to support, and will be shared with the Budget Committee. This does not mean that other important work will not be done. We affirm the following purpose statements and commit to these goals.

Racial Justice

Purpose: We affirm that God calls us to be a community of care, love and justice, recognizing the gifts and Spirit alive in each person. As members of a society steeped in racism, we know it takes intentionality and hard work to see, acknowledge, and work to overcome that racism. Therefore, we will continue to educate ourselves personally and as a community on issues of white privilege and our call for racial justice, at UCUC and in the wider community. We will offer and commit to additional conversations and trainings, and to individual and corporate actions. In the next 18 months, we will

1. Grow our personal capacity to identify and interrupt racism in ourselves and within our church.
 - a. All council members commit to reading "So you Want to Talk About Race" by Ijeoma Oluo this fall, and participating in the 2020 fall book study if possible.
 - b. As individuals, participate in additional trainings or conversations.
 - c. Practice identifying and disrupting racial microaggressions and characteristics of white supremacy culture.
2. Grow as antiracist leaders in the congregation.
 - a. Ministry Liaisons will work with their ministries on identifying Racial Justice markers for each ministry, and will provide accountability and updates to council.
 - b. Support antiracist practices in committees, action teams, church groups and task forces that we participate in.
 - c. Support full-congregation trainings or other opportunities to help the congregation learn and grow.
 - d. Allocate funds to support Racial Justice work across all our ministries.

**University Congregational UCC
Church Council Behavioral Covenant**

Biblical and Theological Background:

This behavioral covenant is grounded in scripture and based on the teachings and practices of our faith.

- Perhaps the most significant teaching is that we treat others as we would like to be treated. (See Matthew 7:12 and Luke 6:31). To live this out fully, we might add that the “Golden Rule” includes getting to know one another, and can be extended to include a “Platinum” Rule: “Treat others as they would like to be treated.”

Other teachings include:

- Recognizing that when we gather, Christ is with us. (See Matthew 18:20)
- Speaking the truth in love (See Ephesians 4:14-16)
- Listening carefully to one another. (See James 1:19-21)
- Encouraging our diversity of views and not disparaging a person's perspective or questioning their faith because of the viewpoint they are expressing. (See I Corinthians 12:25-26)

Given these biblical and theological foundations, we covenant with one another to be attentive to these guidelines as we make decisions for our faith community. In a spirit of trust and love, we will:

- 1.) Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus the Christ
 - a.) We will keep our conversations and communications open for honest exchange
 - b.) We will not ask questions or make statements in a way which will intimidate or judge others
- 2.) Listen. Listen. Listen.
 - a.) We will try not to formulate what we want to say while someone else is speaking
 - b.) Welcome and regard each other as equals with our own unique gifts and graces
 - c.) We will seek clarification if needed
- 3.) Be open to new learnings from various perspectives
- 4.) Share our concerns in a spirit of love and respect in keeping with Jesus’ teaching
- 5.) Focus on ideas and suggestions instead of questioning people’s motives, intelligence, or integrity
- 6.) Speak for ourselves only, expressing our own thoughts and feelings, referring to our experiences
- 7.) We will avoid broad generalizations
- 8.) Seek to stay in community with each other though the discussion may be vigorous or full of tension
 - a.) We will be ready to forgive and be forgiven,
 - b.) We will include those who should be involved in discussions even if we disagree with them
- 9.) Support and abide by the decision of the majority even if we disagree with it, and if we disagree with it and wish to change it, work for that change in ways which are consistent with these guidelines
- 10.) Include our disagreements in our prayers, not praying for the triumph of our viewpoints, but seeking God’s grace to listen attentively, to speak clearly, and to remain open to the vision God holds for us all.

MINUTES from 1/20/21

The Council of the University Congregational United Church of Christ met on January 20, 2021 via Zoom.

A quorum was noted at 7:06 pm and the meeting was called to order by Terry Moore.

Todd began our meeting with an opening prayer and then we all participated in a circle of sharing.

Amy led us through a grounding exercise to prepare for our time together tonight.

Celebrating Todd: We went around the room and shared gifts and memories from Todd (and Allison's) time with us. Amy led us all in a prayer to send Todd off with our blessings and well wishes.

Consent Agenda:

- Minutes from meetings dated:
 - It was moved by Don and seconded by Greg to accept as submitted with one friendly amendment, that being a correction to the Dec council attendance (Carol Ingram present, rather than Roger Garrett).
 - **Vote: Approved without objections or abstentions**

Reports and Old Business:

See prepared financial, leadership and ministry reports

Additional points and remarks:

- Priscilla Grundy - The worship and music committee would like to take the lead on replacing aging pews (to keep the discussion focused on worship). They would of course collaborate with Facilities, Stewardship and Finance committees etc.
- Amy added that Worship and Music committee and the Lecture Series have been collaborating to have Yolanda Norton (of the Beyoncé Mass) as a guest pastor at UCUC. She will be one of four preachers joining us for Black History month.
- Greg Turner wanted to raise our awareness of the issue of Lot C and potential use as a part of our Love and Justice outreach.
- TC3 has confirmed that they will be moving to Lot C on March 13 for 3 months.
- Carol Ingram also pointed out information in her report about a racial justice calendar and
- Beth reminded all that the Racial Activists retreat is this Saturday Jan 23rd.

COVID update: Kyna -- MERV 13 filters will be installed in the first week of February. MacDonald Miller is also still working on the improvements to the ventilation; there have been some software issues.

Because of the emerging more infectious strain of COVID, use of the building for small meetings etc. is on hold. Kyna has also been checking in with our building partners to be sure protocols and procedures are clear and in place.

Also, Kyna announced a new process of having a temperature check with one of the custodians for anyone going into the building. If anyone has a key card, they can just call the

custodian upon entry to the building. Others who do not have keys will need to make arrangements.

Financial Report:

Don and Kyna reported that they are very close to finalizing the 2020 financial report.

Pledges in 2020 were greater than what people had pledged. Revenue from parking and facilities of course were down, however total revenue was about 98% of what was anticipated. On the expenses side, every area was pretty much on budget with the exception of Stewardship and Finance – who had increased bank charges, computer and cell phone costs, as well as copier costs.

Overall there was only a 3% variance. These numbers do not include PPP funds.

We came out of 2020 very blessed. We actually increased cash over the course of the year by \$178,000.

UCUC does not qualify for the new round of PPP loans/grants as these require a significant loss of revenue.

We had some discussion about finance costs associated with use of credit cards for payments. It would be better financially for the church if people used automatic withdrawal from a bank account rather than a credit card. We might want to focus some efforts on communicating this later in the year.

New Business

AIR Form #1 "Housing Assistance Proposal"

See end of minutes for full text of AIR form

Motion: To authorize a Pastoral Housing Support Program in order to provide down payment assistance to Pastor Steve Jerbi.

Motion made by: Virginia Felton

Seconded by: Priscilla Grundy

Discussion:

This helps the recipient (Pastor Jerbi in this case) make the down payment on a house. The Seattle area is the 6th highest metropolitan area in the US for housing costs. The first mortgage would be standard 90% and the 2nd mortgage serves as the down payment. This is not a forgivable loan; it has a 30-year maturity with 7 years of deferred interest and payments. This loan is limited to 10% of the purchase price. A similar program is in use by the University of Washington for new professors and researchers.

The committee also noted the issue of equity with our existing pastors who already have settled housing. This is not income for the recipient, so it does not have an effect on our compensation. And it becomes another investment for our endowment. 0.15 % effect on our endowment – a few hundred dollars at most.

Vote: Approved unanimously

AIR Form # 2 "2021 Budget – rollover from 2020 surplus into 2021 budget"

See end of minutes for full text of AIR form

Motion: To approve the use of \$24,000 from our 2020 surplus as income for the 2021 Operating Budget

Made by: Ed Coleman
Seconded by: Don Guthrie

Discussion: Not approving this AIR form would mean that each Ministry and committee would need to make cuts to their budget. Accounting issues (with different family names, double pledging etc. and the need for remote work) lead to double counting of some pledges.

Vote: Approved unanimously

AIR Form #3 “Approve the addition of Persons to Committees”
See end of minutes for full text of AIR form

Motion:

To approve the addition of Joyce Jackson, Virginia Felton, Kathryn Murdock, and John Worthington to Personnel.

To approve the addition of Vince Santo Pietro to Facilities & Equipment.

To approve the addition of Gina Massoni and Sarah Marshall to the Children’s Ministry Committee.

Moved by: Greg Turner

Seconded by: Carol Ingram

Vote: Approved Unanimously

AIR Form #4 “Clergy Housing Allowances”
See end of minutes for full text of AIR form

Motion: “... Whereas UCUC does not provide any clergy with a parsonage, therefore it is hereby resolved, that the... housing allowance pursuant to Section 107 of the Internal Revenue Code is as follows: for Rev. Steve Jerbi - \$75,000.

Resolved further that these designations as housing allowances shall apply to calendar year 2020 and all future years unless otherwise provided. Resolved further that forty percent of the salary of any minister on staff, regardless of when hired, is hereby designated as a housing allowance for the current year and each future year, unless otherwise specifically provided (as has just been done for the above clergy).

Moved by: Beth Bartholomew

Seconded by: Mary Sue Galvin

Vote: Approved unanimously

General Announcements / Other business

Catherine Foote has been participating with a team of clergy – FLAG (Faith Leaders Action Group) – to prepare a statement pledging to respond rapidly to requests for support when hate vandalism or hate actions take place. She shared with us the link for the document which was finalized and released 2 days ago. UCUC policy is for Council to be informed when our name or one of our pastors’ signs onto a statement that is political. UCUC has already taken a stance on this issue. Amy supports this work as well.

Having concluded the business planned for this evening, we circled once around and expressed our sentiments/feelings, and closed our meeting with an Amen!

The meeting was adjourned a few minutes after 9 pm.

Minutes respectfully submitted by Mary Sue Galvin

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AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF January 20, 2021 Housing Assistance Proposal

Requested by: Don Guthrie, Treasurer

Action/Motion or Discussion Requested:

To authorize a Pastoral Housing Support Program in order to provide down payment assistance to Pastor Steve Jerbi.

Summary of Proposal:

1. Adopt a program that closely follows the UW’s pilot program for tenure-track faculty.
2. Would require the pastor to qualify for a mortgage on standard terms.
3. UCUC would provide a second mortgage to assist with the down payment.
4. UCUC to fund its participation through the general endowment fund.

For the following reasons

Housing costs in the Seattle area are among the highest in the nation. Providing some initial housing assistance to new ministers would enhance our ability as a church to attract and retain highly qualified ministers. Ideally, we want our ministers to be able to afford to live reasonably close to our church and congregation so that their energy can be focused on pastoring rather than commuting.

A housing assistance program such as the one suggested would be a ‘non-income’ solution and thus would not have a disruptive effect on our current compensation practices and structure.

Adoption of this AIR form as a stand-alone action will allow the Personnel Committee the time to undertake the development of a housing support policy for other staff members.

The Treasurer and the Personnel Committee will consult with both ministers to determine the parameters for such assistance.

Housing affordability

Many definitions of housing affordability define a “cost burdened” household as one paying over 30 percent of income for housing (principal, interest, taxes, and insurance). The table below illustrates the income required to meet that 30 percent threshold at varying purchase prices and interest rates. Assumes 100% mortgage financing of the purchase price.

Proposed solution

Adopt, in large part, the program used by the University of Washington for new faculty and researchers. A summary of the key elements:

5. The down payment assistance is provided as a second mortgage loan with an interest rate of 3.5% or 75% of

the first mortgage rate, whichever is less. The loan has deferred payments for a maximum of seven years, followed by amortizing payments for 23 years.

6. To receive the down payment assistance, the borrower must qualify for a first mortgage loan. This requires meeting conventional loan guidelines in such areas as debt-to-income ratio and credit score
7. The entire down payment-assistance loan is due and payable if the borrower refinances, no longer occupies the home or is no longer employed by UCUC. Leaving employment at UCUC by retiring from the ministry will not prompt the requirement to repay; however, the loan will become due and payable if the borrower accepts another settled call. In the event of a sale and purchase of another residence within the first seven years, UCUC would agree to "roll over" the loan at the same principal amount and amortization schedule.
8. The down payment-assistance loan is limited to 10% of the purchase price and subject to FNMA conforming loan limits. In 2021, the down payment assistance loan limit would be approximately \$86,000.

The down payment assistance loan would be funded through UCUC's endowment portfolio.

- The current balance of the endowment portfolio is \$6.3 million.
- The down payment assistance loan would become another earning asset of the endowment portfolio.

Foreseeable objections:

Our current ministers also face the challenge of high housing costs in the greater Seattle area. Amy and Catherine have each let us know that they are unlikely to want a similarly structured benefit, so equity for them would need to take some other form. Don will continue to be in conversation with them, and will bring an equity proposal to Council as soon as possible.

Further, we may wish in the future to extend this benefit beyond the Leadership Team. Personnel has started to discuss under what circumstances this benefit might be offered to other UCUC staff; Stewardship & Finance should consider how many such loans we would be prepared to carry at a time.

Date of Request: January 14, 2021

Person to be contacted if clarification is necessary: Don Guthrie

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF January 20, 2021

Requested by: Kyna Shilling

Action/Motion or Discussion Requested:

To approve the use of **\$24,000** from our 2020 surplus as income for the 2021 Operating Budget

For the following reasons

To avoid further cuts to ministry expenses in 2021, based on lower-than-budgeted congregational giving (through pledges and the pandemic response gift).

Given the projected size of the 2020 surplus **(\$123,000)** and the fact that the 2021 budgeted pledge numbers were informed, in part, by an administrative error that won't be repeated in future years, we think this is a reasonable request to help meet the needs of an unusual year.

Foreseeable objections (add your rebuttals if you wish):

We don't want to create a precedent for "rolling over" funds from the operating budget year to year or passing an unbalanced budget. However, this is an unusual move in an unprecedented year, and will be understood as such by future budget committees.

Date of Request: January 11, 2021

Person to be contacted if clarification is necessary: Kyna Shilling, Don Guthrie

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF January 20, 2021

Requested by: Kyna Shilling

Action/Motion or Discussion Requested:

To approve the addition of Joyce Jackson, Virginia Felton, Kathryn Murdock, and John Worthington to Personnel.

To approve the addition of Vince Santo Pietro to Facilities & Equipment.

To approve the addition of Gina Massoni and Sarah Marshall to the Children's Ministry Committee.

Foreseeable objections (add your rebuttals if you wish):

Date of Request: January 11, 2021

Person to be contacted if clarification is necessary: Carol Bryant, Carol Ingram, Dave Colescott

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF 1/20/2021

Requested by Kyna Shilling

Action/Motion or Discussion Requested:

Motion:

Whereas, Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to him/her as part of his/her compensation to the extent used by him/her for actual expenses in owning or renting a home; and

Whereas, Todd Smiedendorf, Amy Roon and Catherine Foote are each compensated by University Congregational United Church of Christ exclusively for services as ministers of the gospel; and Whereas University Congregational United Church of Christ does not provide any clergy with a parsonage; therefore it is hereby resolved, that of the total compensation paid for calendar year 2021 (or whatever portion of 2021 they remain employed by UCUCC) to each of the aforementioned clergy, the housing allowance pursuant to Section 107 of the Internal Revenue Code is as follows:

for Rev. Steve Jerbi - \$75,000

Resolved further that these designations as housing allowances shall apply to calendar year 2020 and all future years unless otherwise provided.

Resolved further that forty percent of the salary of any minister on staff, regardless of when hired, is hereby designated as a housing allowance for the current year and each future year, unless otherwise specifically provided (as has just been done for the above clergy).

for the following reasons:

IRS requirement to designate clergy housing allowances. This has no effect on the church budget: it's just a requirement for clergy in order for them to designate a portion of their compensation in this way.

Foreseeable objections (add your rebuttals if you wish)

Date of Request: 1/15/2021

Person to be contacted if clarification is necessary: Kyna Shilling

Consent Agenda for 2/17/2020:

Verification of the 2021 budget of University Congregational UCC as passed by the congregation at the congregational meeting on 11/22/2020 and amended by a vote of the UCUCC Council on 1/20/2021.

Final 2021 budget of **\$1,435,847** including \$1,168,000 pledges; \$12,000 in pandemic response gifts; \$54,000 in facilities revenue; and \$44,000 in Miscellaneous Revenue (\$24,000 is from our 2020 surplus).

Ministry Reports

Leadership Team Staff Report

What has been your focus this last period?

Epiphany worship
Goodbye and thank you to Todd Smiedendorf, welcome to Steven Gerbi
LT work with anti-racism consultants Dianne Schmitz and Cynthia McLeod
Worship preparation for Black History Month
Ongoing ministries of parish care, stewardship, worship, formation and love and justice outreach.

What joys have you experienced?

Gratitude for Todd; joy on bringing Steve on board; Amy moving into a new role on the team

What have been your challenges?

Deeply distressing time in our national history; ongoing Covid losses and restrictions

How is the partnership between your ministry, other ministries, and the church council working for you?

Continuing to build collaboration between ministries; conducting another all-church phone connection

Considering these things, what reflections do you have for church leadership?

As we approach the anniversary of our Covid restrictions and as more vaccinations become available it is time to look back at what we’ve learned and ahead to where we are going.
Let’s look together at our steps in racial justice work

submitted by Pastor Catherine on behalf of the Leadership Team

Summary of consulting and training work done with UCUC in 2020 by Cynthia MacLeod and Diane Schmitz

Our work with UCUC includes responding to emergent issues as well as planning training opportunities to increase the awareness, knowledge and skills of individuals as well as groups/committees that exist within the structure of the congregation. The retainer prioritizes the ongoing work with the leadership team to lead with a racial consciousness that models for others authenticity, courage, and accountability. With the arrival of Pastor Steve and the portfolio changes, there is an opportunity to look anew at how to be strategic in moving the church closer to its resolution to be a Racial Justice Church.

Our work includes the planning process as well as implementation and debriefing of critical conversations and racial equity training occurring within the church structure. This is a summary of the areas that have been most impacted this past year.

- **Leadership Team - ongoing consulting, giving guidance as issues around race unfolded in the life of the congregation and within the team.** One on one coaching around specific issues. In the fall of 2020, we started regular check-ins with the team to process what was happening in the life of the congregation, the impact on congregants of color, and how race shows up in the life of the team.
- **Racial Equity Trainings which included expanding personal racial consciousness and developing awareness of how racial bias can impact the work that they do.**
 - Personnel Committee
 - LPRC
 - Parish Care
 - Planning for staff training – not yet scheduled
- **Specialized consulting and training around particular issues and processes**

- Staffing Proposal Committee and Portfolio Process for pastors – how race shows up and the impact of systems that prioritize norms that may have bias within them.
- Search Team – becoming aware of bias in the search process and how to mediate that; consultation with chairs and training for the team.
- Racial Justice Action Team – a retreat to help them assess work done and plan future steps to align with Racial Justice Church Resolution.
- Consulting with LPRC and Leadership Team regarding the Hopecoming video
- The transition occurring with Pastor Todd leaving and Pastor Steve arriving and the change in portfolio responsibilities.
- **Document Review**
 - Church Profile, interview questions & protocols
 - Personnel Handbook changes
 - Racial Justice Church Resolution

Submitted by Cynthia MacLeod and Diane Schmitz

Finance & Operations Report

What has been your focus this last period?

2020 Financial wrap up
 Saying goodbye to Todd and welcoming Steve – new employee paperwork and new relationship building
 Support of the admin staff: performance evaluations in the context of Covid, restructuring within the team
 New Zoom protocols, new IT contract
 Continued support of the building and building partners; snow!
 Personally: moving to a new house, finishing the Plymouth budget and terming off Plymouth church council

What joys have you experienced?

Attending the 2021 women’s retreat, rewarding committee work, getting to know Steve, taking a systemic look at our admin team and imagining new possibilities, working with Amy in a new capacity as MVS and my new direct supervisor, continuing to enjoy deep connections with the Pacific NW conference

What have been your challenges?

Saying goodbye to Todd and then Emma, strategy for short term support of the office team without someone in the office coordinator role, moving to a new apartment – so exhausting and disorienting (packing/unpacking) when my house is also my workplace

How is the partnership between your ministry, other ministries, and the church council working for you?

Good. This month it felt like the short term work overshadowed the longer- or medium-term projects but I’m optimistic about the office restructure will help that process. One goal of that restructure is to provide more staff support for our program areas and lay ministry.

Considering these things, what reflections do you have for church leadership?

Looking ahead, let’s all be thinking about things we started to do during the pandemic that we want to continue, and what we want to let go of... and what things we were doing before that we’re looking forward to getting back to, or, looking forward to letting go of. In some ways, moving to online/virtual church was easy: we were unified, we had clarity, and we had urgency. Transitioning back is going to be slow, messy, and full of differing opinions as to how/when/why. How can we support folks’ trauma and deferred grief? How can we mitigate expectations around what it means to return to the building?

submitted by Kyna Shilling

Moderator’s Report:

Included in this month’s agenda you will find an AIR form proposing to change one of the at-large Council seats into a representative of our church’s Racial Justice Activists. You may recall that this process started with a proposal to “regularize” the Racial Justice Activists from being a (not very well defined) committee of Council to being an Action Team of our Love & Justice ministry. After discussions with representatives of both Love & Justice and the Racial Justice Steering Committee, and our Ministers of Vision and Stewardship (past and present), we are recommending that the Racial Justice Activists remain a committee that reports directly to Council. We are convinced (even convicted) that this is the work of the whole church, and not just of some smaller group.

You won’t see an AIR form proposing to leave things as they are, of course. But in addition to this month’s proposal, you will see (eventually) an AIR form identifying a budget for the Racial Justice Activists, and where that money might come from.

Further, I encourage each of the five ministries to identify a representative of your ministry on the Racial Justice Activists—you very well may already have one. One of the many things the pandemic has taught me is the value of coffee-hour and parking-lot conversations. In the absence of those, we need to be a bit more intentional about increasing the ways we each learn about what we all are doing. Sometimes serendipity needs to be made.

Thanks for all you do!

Submitted by Terry Moore, Moderator

Assistant Moderator Report

As we approach the one-year mark for living into being church in the face of the Covid-19 pandemic I sense that we as a community are reflecting on what has been over the past 12 months and what is to come during 2021. We had to put aside meeting in each other’s physical presence, but we have continued to flourish as a connected, caring, love-and-justice community. We have leveraged skills within our congregation and where needed acquired new capabilities to thrive in our mission to bring God’s Kin-dom here on Earth. I have never been more thankful to be a part of UCUC and motivated to see UCUC continue to contribute to realizing God’s vision for all.

Specific UCUC efforts that are on the near-term horizon that I will be supporting are:

- Working with Kyna and others to discern how to best use the 2020 financial surplus.
- Helping coordinate and track the next round of Parish Care phone calling to UCUC households.
- Envisioning how the UCUC Racial Justice focus can best be supported both organizationally and financially given the UCUC Council’s re-affirmation that this is a church wide initiative reporting directly to the Council.
- Encouraging all of UCUC to look to a future when we are able to gather together in each other’s physical presence while continuing to use the tools available to us to maintain and grow our sense of connection even when physical togetherness is not possible or practical for some.

Submitted by Ed Coleman, Assistant Moderator

Love and Justice Ministry

Love and Justice Committee met on Wed., Feb. 2, via Zoom – with reduced attendance.

After “Joyous” check in and approval of the January minutes, we:

1. Reviewed the Child Care Ministry situation with Liz Wells, who reports a continuing struggle due to reduced attendance given the pandemic. Several teachers have been lost, but the doors remain open and there is some hope emerging with the vaccines in view.
2. Reviewed the Action Teams quickly, but skipped some since their liaison was unable to attend the meeting. Sacred Earth, Mwanzo and Racial Justice remain the strongest, with Racial Justice reporting a Zoom meeting of over 30 in January.
3. Explored the L and J work plan for 2021 (Attached)
4. Authorized serious exploration of use of Lot C (NE 65th at 15th NE), with high priority for housing (in addition to church parking). Greg Turner and Ryan Schultz will initiate. The revival of UCHA (of something like it – a 501c3 – is anticipated.

Submitted by Greg Turner, L&J Ministry liaison

WORSHIP & MUSIC REPORT TO COUNCIL

The Worship and Music Committee has not met since the last Council meeting. We look forward to welcoming Pastor Jerbi at our March meeting. Meanwhile, the group meeting to discuss pew replacement met twice, with the following results.

“At the January meeting, the topic of pew replacement was introduced. There was enthusiasm for considering all the aspects of a project to replace the pews during this time we are out of the Sanctuary. We learned later that conversations at both the Creativity Council and the Facilities and Equipment committees were equally enthusiastic. A small group with representation from W&M, CC, and F&E offered to launch the conversation and has met twice. They have broadened the conversation from pew replacement to considering use of the Sanctuary and how seating may support activity in this sacred place. Now calling themselves the Sanctuary Study Group (SSG), their report is attached for Council’s review. The SSG will report through Worship and Music and we will keep Council updated on the project.”

Submitted by Priscilla Grundy, Worship & Music liaison

Stewardship Monthly Report to Council

Here are some updates from the Stewardship Ministry. We continue to look forward to working with Amy as our new staff liaison, in her new role as Minister of Vision and Stewardship.

From the Stewardship and Finance Committee:

Financials (YTD thru 12/2020)

- Offerings \$27.9K favorable compared to annual budget of \$1,194.5K
- Total revenues \$25.8K unfavorable compared to annual budget of \$1,424.5K
- Expenses \$40.2K unfavorable compared to annual budget of \$1,424.5K

- Net Position \$66.1K unfavorable compared to annual balanced budget
- Figures above do not include the effect of the Paycheck Protection Program (PPP), which totals \$189K for 2-1/2 month period beginning in May. With inclusion of PPP monies, surplus for year is ~\$123K

Regular Business

- 2021 pledges currently stand at \$1,170K plus \$12-13K for the special pandemic response gift as compared to \$1,210K assumed in the approved budget. An AIR form will be presented to Council to fund that revenue shortfall from the 2020 surplus.
- An AIR form will be presented to Council (most likely in February) to create a committee to recommend how the remainder of the surplus should be used. Kathy volunteered to be part of that committee. Kyna recommended that the surplus should be focused on justice and anti-racism work as well as replenishing the New Initiatives Fund and increasing reserves. The committee supported these recommendations and suggested that reserves should be at least \$75K for a church of our size.
- Discussion held regarding the proposed UCUC Housing Assistance program which will be presented to Council January.

From the **Personnel Committee**:

- We are welcoming new members, looking forward to working with Pastor Amy and setting an agenda for the work of the year

From the **Facilities and Equipment Committee**:

- During routine maintenance in early February, Macdonald-Miller (MM) upgraded most of the building air filters from MERV-8 to MERV-13, as we had requested in order to reduce the likelihood of COVID spreading in our building. The two ground floor south end air handlers will not be able to accommodate the thickness of the filters, so other precautions (masks, distance, portable air cleaners) will be followed.
- The portable air filters have been procured, received, and deployed.
- Increasing fresh air flow into the building has been a challenge due to our old (~2005) automated control system. MM did increase the occupancy hours on the system, which is the best they can do with the current control system. The system will need to be replaced at some point; we’re researching our options. (See our January report.)
- Dennis Noson has agreed to represent F&E on the Sanctuary Study Group (*formerly the Pew Research Committee*), a church group which is considering the replacement of pews with chairs, to provide greater flexibility during COVID and beyond.
- In observance of Black History month, our meeting opening and closing prayers were composed by Howard Thurman and by Yolanda Norton.

Regarding the Council priority of **Racial Justice**:

From my *Equal Justice Initiative* calendar, on

- February 10, 1915: “*The Birth of a Nation* premiered in Los Angeles, with white supremacist themes and white actors in blackface, the hit film celebrating the KKK is screened in the White House by President Woodrow Wilson”

I listened to a TED Radio Hour podcast, ***Making Amends***. The first guest was historian and preservationist Brent Leggs, who heads the African-American Cultural Heritage Action Fund at the National Trust for Historic Preservation. He’s working on elevating the significance of African-American history in American history. I recommend the podcast!

Submitted by Carol Ingram, Chair, F&E Committee and Liaison for Stewardship Ministry

Children’s Ministry Council Report

Lent at Home Kits - Please see the thorough report on the making and distribution of the Lent at Home kits written by Margaret Swanson in the Youth Ministry Council Report.

Regular Events are few these days. We are preparing for StoryTime Live, a short Wednesday evening gathering. Each Wednesday in Lent (beginning on Ash Wednesday, 2/17 at 6:30pm) people can gather on zoom to hear a story that centers a BIPOC or community. We’ll have some discussion of what we notice, pray about it and close our evening. These 30-ish minute sessions are intentionally intergenerational while also especially accessible to children.

Parenting Sanctuary continues to be a valuable connecting time for parents. We meet every Wednesday evening, 8pm-9:30pm on zoom. Folks can drop in to any session, at any time during the window of time. This is open to any person, parenting any age child(ren).

At our meeting this month, we spent some time checking in about Children’s Ministry and with each other. We acknowledged our grief and anxiety, nearly one year into this pandemic. We acknowledged the beauty we have seen as families take up the work of being church together. We resolved to continue creating support for adults to interpret tradition and scripture with their children.

Looking towards the future, we hope to find ways for children to connect with each other and with the wider church community. We know that hosting events that include movement, are FUN, and in person as safely and as much as possible are where we need to spend our energy. Youth Ministry suggested doing “secret ministry pals” modeled on what they have done for the last several months. We’ll begin that in March. We continue to encourage and invite the participation of children in worship, as that seems to create connection. Other ideas include craft or cooking workshops on zoom. Playdates on the UCUCU playground. Continued participation in the monthly Vigil for the Common Good. We also look forward to the connection that was created during Lamb Watch last year.

Submitted by Jennifer Butner, Interim Director of Children’s Ministry

Youth Ministry Committee Council Report

Lent at Home Kits

Jennifer Butner, Amy Roon and Margaret Swanson worked to put together the Lent At Home Kits. It consisted of a Lenten Devotional based off of the UCUCU series. Then an Activities Booklet that had instructions for activities that folks could do in connection with the devotional. We included some supplies to do those activities. Then we also included a devotional and coloring pages from ‘Illustrated Ministries’. Margaret Stine, Gina Massoni, Sarah Wallen, Sarah Marshall, Margaret Swanson, Tom & Betsy George and Tim & Ashleigh Johnson came to church on Saturday February 6th and packed about 98 kits to be distributed and mailed. Most were either delivered, mailed or folks picked them up at church on the 7th. We have heard there’s more interest from other folks, so we are working on getting some more kits made and offering a second pick-up time on the 14th. While this wasn’t a youth ministry specific event/offering, Jennifer and Margaret worked to make this kit accessible for children and youth along with adults.

Updates on Regular Events:

Here are some updates on our regular events we’re running:

Sunday Morning Youth Group:

9am Youth Group continues on zoom. We continue to have about on average about 15 - 20 youth showing up on Sundays. We continue to be so grateful for our leaders! High School Group: Mike Zevenbergen and Cat Gipe Stewart, Middle School Group are Robin Turner and Rev. Bruce Wilson.

Weekly M.S. Game Night:

We are very grateful to Amanda Van Dyck (parent of one of our middle school youth) who has been hosting a weekly middle school game night! It is well attended and is such a gift in the lives of the youth! It is helping them make important social connections!

Mystery Ministry Pals:

In November of 2020, we began an optional monthly 'secret santa'-type offering. Youth sign up for this and then I assign them a secret-pal ... or a mystery ministry pal. Then within the month, they drop off a little gift and note of encouragement. It's just a fun way to connect and share some cheer with each other. We continue to offer this. We've had about 4-7 youth a month participating. Recently, we heard from families of younger kids that the younger sibling would be interested in participating too. Jennifer Butner, Interim Director of Children's Ministry, and Margaret are in discussing about partnering on this to offer this for families with younger children too. That will likely begin in March.

Winter & Spring Offerings:

Confirmation Class:

Confirmation Class began on Sunday January 31st. It will run from now until May 2021. Pastor Catherine and Margaret Swanson will be leading. With a young adult helper, Graham George. We have 6 youth signed up for the class. Pastor Steve will be joining the class on some Sundays as well.

Retreats:

Girls & Boys Retreats: We plan to run Girls and Boys Retreats virtually. We ran these virtually last year so we feel like we can do this again. These will be in March. We will likely offer an in-person component as an optional piece. That would be outside and distanced.

Other upcoming events/ideas:

Margaret and the Youth Ministry Committee are working on a few ideas to get on the calendar. Our ideas include:

- **Teen Feed.** Our next Youth Group time to do Teen Feed is March 31, 2021.
- **Zoom gathering for parents & youth of similar ages.** Our hope is that this will help foster connections between parents and youth.
- **Outdoor Campfire time at the church.** We're looking at offering a bit of a meet & greet for Steve's family and a way for families to connect in person as well. We would likely offer a zoom in option as well. We are hoping to borrow several firepits that we could set up around parking lot A. Then have families sit together in their pod. And we could give families questions to help them connect with other families.
- **City-Wide Scavenger hunt.** One idea is to offer youth and families an activity where they could do a city-wide scavenger hunt. This could be a fun way for Steve's family to get to know the city. And a fun way for families to do something together, but also in community. It could be a bit of a competition around who could do it in the least number of miles or something.

So, that's what we're working on. Let us know if you have any questions.

Submitted by Margaret Swanson & the Youth Ministry Committee

Seabeck Report

The Seabeck Committee is pleased to report that we have identified a speaker for Seabeck 2021 and have begun planning the adult program. Dina Gilio-Whitaker is the author of the 2019 book *As Long as Grass Grows: The Indigenous Fight for Environmental Justice, from Colonization to Standing Rock*. She proposes to educate us and facilitate discussions on Settler Colonialism, The Role of the Church, Environmental Justice, Indigenous Worldviews, and Transformation. We have yet to come up with a concise title! We can now start planning our marketing materials and complementary activities.

Seabeck 2021 is planned to be held remotely the week of July 11-July 16. We are looking into the possibility of going to camp itself in a safe way as an option for those who are able.

Seabeck needs new leadership! This is my 4th year as chair, and I plan to move out of this role after this summer (actually had planned to after last summer). I am not sure how to make this transition without an obvious replacement. Before then, we could also use additional volunteers, who might be able to help with programming and hosting this summer. While I have many strengths as a leader, recruiting does not seem to be one of them.

Submitted by Jessie McAbee, chair

CALLING, ENGAGEMENT & COMMUNITY MINISTRY

****Welcome Committee**—adapting to changes---to reach folks wanting more information about the church or joining, weekly announcements on Sunday, article in Church & Home, Church web page.

****Greeters subcommittee**---on hiatus.

****Parish Care** -they are a smaller group now—they need chair or co-chairs. They're continuing to reach out to folks as needed.

****Befrienders**—they are on hiatus. National training is available and helpful.

****Coffee Hour**- on hiatus as we know it. *The new virtual format is attracting more each week-approx. 10-12 participants (some of the same regulars) I'm now attending each week. On Sunday 2/7, Pastor Steve and Pastor Catherine joined us, we had a total of 16. I think Steve received an energetic and fun welcome from us!*

****Sunday Breakfasts**—on hiatus

****Mix-zups**---Mary Sue & Carol Coleman have this going again—2nd Mondays & 4th Fridays starting 2/8 through 5/21 from 7:00-830 pm. They're working on securing hosts and providing conversation starters. I attended the first one-we had 8 folks attending. Even though the number was low, we had a great time---discussing what led us to UCC and how are lives have been impacted. We need to publicize more and as Council members attend.,

****Men's 1st Tuesday Meeting**. They are meeting on a monthly basis via Zoom. It is a very active & vibrant group. This month they had 10 attending.

****AWE**---meeting monthly---4th Monday—discussion and virtual dining---they have from 4 to 8 attending. They would like to increase there participation.

****Senior Lunch**---on hiatus

****Senior Retreat**-in process-looking at ways to connect; facility reservation cancelled last spring.

We continue to be strong with our ZOOM participation. Folks are very optimistic and want to continue moving forward. We offer something for everyone---all age groups and special interests. Our continuing challenge is reaching out to one another and learning the best way for us to cope with the current situation. Encourage phone calls-cards-emails to others. Let others know you're ok and you care about them. Connecting folks together can be so healing. Continue trying to keep things as "normal as before".

Submitted by George Vestal, CEC Liaison to the Council

UCUCC Racial Justice Report Summary of Goals and Progress 2020

Steering Committee: Ginger Warfield, Rosh Doan, Lily Lahiri, Diane Browning (and previous members Gwen Sweeney, Alex Bacon, Toni Higgs)

- Progress:
 - Assured regular meetings of Racial Justice; committee progress
 - Initiated Congregation-wide Book Group: So You Want to Talk About Race
 - Sponsored a pair of Peace Circles with Jabali Stewart and Wesley Saint Clair
 - Held a retreat with Cynthia MacLeod and Diane Schmitz: re-grounding in the resolution, resulting among others in these two takeaways:
 - A fundamental question to ask ourselves in making decisions: Is it faithful?
 - Noted that there are resources within the church that aren't being tapped, such as the youth. This led to a discussion re young adults who are taking action especially regarding redirecting resources for youth away from detention. **We need to ask them what they need from this group. How can we have an ambassador to their work?**
 - Held Peace Circles re Multicultural Relationships. Aileen Pruiksma, Elizabeth Dickinson
 - Progress: series of peace circles held re multicultural relationships
- Next Goals of which we are currently conscious:
 - Developing benchmarks
 - Developing a system of accountability
 - Offering Peace Circles regarding racial justice open to the wider congregation
 - Examining, investigating, reporting and displaying the racial history of UCUCC and the United Church of Christ, and its founding institutions
 - Integrating racial justice into education of children, youth, adults
 - Reaching beyond our walls to invest energy in the wider community

Progress and goals resulting from Racial Justice Retreat on 10/26/19

Book Group. Beth Bartholomew, Mary Paananen, Sally Pritchard

- Goal: Regular book group to address racial justice issues
- Progress:
 - Regular monthly meetings, 3rd Tuesday of the month
 - Book reports in Church & Home
- Next goals: Expansion

Film Group. Elizabeth Kennedy, Cassie Emmanuel, Lily Lahiri, Loyce Ong'udi, Rosh Doan, Diane Browning, Ginger Warfield

- Progress
 - Watched and discussed films centered on race bi-weekly

- Next goals:
 - Expansion

Land Acknowledgement / Partnering with Sacred Earth Matters (SEM). Jessie McAbee, Carol Nelson, Mary Jean Phipps, Patti Brandt (lead). Nancy Hannah and SEM in liaison w/Ginger Warfield & Racial justice gave the Land Acknowledgement task force the charge. Catherine Foote was our minister/leadership. She provided guidance during the development process & for including the statement in UCUC's service

Progress:

- Land acknowledgement statement completed through monthly meetings, education, and consultation. The task force consulted with multiple Native American leaders on the wording & message of the Land Acknowledgement.
- All the major UCUC council chairs have been asked by the task force to start using the Land Acknowledgement statement in their routine meetings
- A forum was held in November to introduce the Land Acknowledgement & the process of developing it as well as the Doctrine of Discovery w/UCC resolution.
- A full description of the task force process was published in the November Church & Home.

Next goals:

- A second forum is planned for March or April with a Native American(s) discussing Duwamish history & current issues for advocacy
- Task force is working towards integrating the activities to an ongoing council/committee/action team needed to sustain active engagement by the congregation to build relationships w/Native Americans & advocacy approaches.

Worship Action. Catherine Foote, Gail Crouch, Kay Sneed.

- Progress: Increased naming of and centering of racial justice issues in worship
- Next goals:
 - Develop statement related to cultural appropriation.
 - Look at UCUC at the National Level re work done on how language is used in worship

Partnerships. Mary Sue Galvin, Carol Coleman, Ed Coleman, Elizabeth Dickinson

1. We planned to research other Seattle faith communities doing racial justice work for effective models and programs. Goal was to learn what works and possibly establish a partnership of sorts. From a Plymouth member attending Village of Hope meetings: *"In all my experiences with organizations and anti racist work it starts with a lot of time spent building a relationship with that group. I don't think the grant money to Village of Hope was the beginning of our work with them. Time and energy are spent just to build trust with the any group of color. I know of a church in Bellingham that worked for 5 years to build relationship with indigenous people in the area before they approached them in partnership."*
2. We planned to reestablish good link with Pacific NW Conference and their Dismantling Racism Committee. Ed Coleman and Elizabeth Dickinson are now on their email list.
3. We investigated 3 POC-led organizations to see how we might 'stand alongside' and support the work: Got Green, Village of Hope, and Youth Undoing Institutional Racism. Got Green seems like the best match for our church of those three. Village of Hope has a relationship with Plymouth, and our youth group would need to reach out to YUIR. At Lily's urging, we also learned some about the WA Poor People's Campaign, and our church held a Special Offering for them. Mary Sue Galvin and Elizabeth Dickinson got connected with the ACLU Police Accountability Group
4. We considered hosting a workshop prior to engaging in actions with partners that would guide us how to be good partners and brainstormed possible leaders for this. Na'ah Illahee offers such a workshop, and

Cultures Connecting is another lead. Aileen Pruiksma and Elizabeth led a peace circle with some of these ideas.

We did not continue in our partnership work beyond March/April 2020 due to too busy participants.

Lecture Series

- Progress
 - Included voices for racial justice in Fall Lecture Series All This Joy, All This Sorrow
 - Investigated cosponsoring the Beyoncé Mass
- Next goals:
 - Support the Lecture Series in cosponsoring The Beyoncé Mass

Communication with UCUC Community, related to racial justice. Molly Ebert, Alex Bacon, Ginger Warfield, Gwen Sweeney.

- Goal: Keep up communications across a variety of means and platforms.
- Progress:
 - Church & Home includes articles, ideas for action, names of books, films
 - Website for Racial Justice completed by Virginia Felton
 - Racial Justice Facebook Group in place
 - Regular email communication with Racial Justice Activist group
 - Awareness of Racial Justice seen in other church committees
 - Racial Justice is a Spiritual Imperative banner
- Next goals:
 - Reaching out to youth, families & children

Connecting with Mt. Zion. Todd Smiedendorf, Rosh Doan, Aileen Pruiksma, Diane Browning, Christina Purdy

- Goal: Building connection and interaction with the Mt. Zion community. Goal is to suggest and publish at least one activity by year-end for church members to participate in.
- Progress:
 - We were not able to move with the speed we originally hoped for in a way that didn't feel invasive. Efforts were made to be careful and sensitive by simply showing up for things like helping to prepare meals, which unfortunately was derailed by COVID. Contact with individuals from Mt. Zion continues; we have been invited to listen in to Sunday sermons and to participate in telephone prayer circles. We will continue to explore possibilities for appropriate connection.

Northwest Community Bail Fund

- Goal: Support this organization in whatever ways it needs
- Progress:
 - Raised money and congregational awareness with a Special Offering
 - Hosted a big volunteer gathering and recruiting event
 - Hosted monthly volunteer meetings until coronavirus struck
 - Helped, with minute-taking (Gail Hanson), data-filing (Molly Ebert) and general volunteer stuff (Ginger Warfield)

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF February 17, 2021

Retainer for Cynthia MacLeod and Diane Schmitz

Requested by: Terry Moore

Action/Motion or Discussion Requested: to extend the current retainer for Cynthia MacLeod and Diane Schmitz for another year of diversity, equity, and inclusion consulting with UCUC. See below for full text of 2021 contract.

For the following reasons

This contract was always envisioned as a multi-year process. Cynthia and Diane have provided invaluable support for UCUC's antiracism work. A summary of their training and consulting work in 2020 can be found on page 8-9 of this packet.

Any foreseeable objections?

Date of request: February 9, 2021

Person to be contacted if clarification is necessary: Terry Moore, Leadership Team

Cynthia A. MacLeod and Diane S. Schmitz

Racial Equity Training & Consulting

Consulting & Retainer Agreement

This Agreement is effective as of February 17, 2021 by and between University Congregational United Church of Christ (UCUC) and MacLeod and Schmitz Consulting.

In this Agreement, the party who is contracting to receive services shall be referred to as "Client," and the party who will be providing the services shall be referred to as "Consultants."

This is a "**Pay for Access**" Agreement that provides the client with access to our expertise when issues appear that would benefit from the assistance of the consultants in finding solutions, reviewing documents, responding to critical incidents, and surfacing and resolving issues in a timely manner. This Agreement does not typically cover trainings or other substantial commitments of "separate" project time.

Philosophy of Agreement: Given our extended history with UCUC, we recognize the value of the continued development of capacity for the leadership team (and others) to recognize how race is showing up, to generate possible responses and to respond proactively whether through naming, intervention or interruption. We envision our responses to be a combination of reviewing possible courses of actions the Leadership Team has generated for us, giving insights and recommendations, and the answering of more "technical" needs, i.e. resources or protocols for paths of action.

Performance of Services.

- The primary client is the UCUC Leadership Team. Client must give permission for the consultants to be accessed by other members of the church leadership and community.
- Consultants will be "on call" to UCUC for 10 hours per month.
- If the total monthly hours are not utilized, up to 5 hours may be rolled over to the next month for usage then. As an example, if the agreement covers 10 hours/month and the client uses 7 of them, 3 can roll over to the next month creating the following monthly total of 13 hours. The client is limited to rolling over the hours up to 5 hours in any given month; they do not continue to accumulate over a period of months.
- Access to a Zoom account for conference calls shall be the responsibility of the Client.

Contacting Consultants – This Agreement is beneficial in connecting the Client to two consultants who each bring a depth of experience and perspective given their own racial identity and organizational and leadership experience while having substantial history with UCUC. We recommend the following ways of contacting the consultants:

- Ideally, initial contact for an issue would be made by email, text or conference call to both consultants so they are briefed at the same time.
- Recognizing that some issues, by their urgency, may dictate a quick response, we acknowledge times where it will be most appropriate to contact one consultant or the other, after which the consultants will confer.
- It is our expectation that all Leadership Team members will be informed that we are being contacted either before the contact happens or within 1-2 days of the contact made. If the contact is being made by someone not on the Leadership Team, it is at the Team’s discretion how that authorization is granted and communicated.
- We will respond to communications within a 24–48 hour period, while making every attempt to respond within 24 hours. If there’s a critical emergent situation, we will respond as immediately as is possible.

Retainer/Payment – Because this retainer covers two consultants and their time spent may vary, we will forego the standard process of the retainer fee paid up front and set up a monthly payment schedule at the end of the month as follows:

- The Consultant’s standard billing rate is \$100/hour which would normally amount to \$1,000 for 10 hours of work.
- Under this retainer agreement, the client will pay a set monthly fee of \$850 (15% discount from standard rate) for this access to 10 total hours per month.
- Hours of work after the stipulated 10 monthly hours are utilized will be charged at our standard rate of \$100 per hour.
- The consultants will track the time used and present the detail of that time by the last day of the month. Included in that summary will be the split of the monthly contracted amount for the two checks to be generated; one for Cynthia and one for Diane, reflecting their individual and joint time spent in consultation.
- The checks for the previous month’s consulting will be mailed to Cynthia and Diane no later than the 15th of the following month.

Term/Termination. This Agreement covers a period of 12 months. At that time, the Client and Consultants can decide to renew the agreement and for a specified amount of time.

Signatures of understanding:

_____	_____	_____	_____
Cynthia MacLeod, Consultant	Date	Diane Schmitz, Consultant	Date

_____	_____
UCUC Moderator Terry Moore	Date

On behalf of the UCUC Church Council

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF February 17, 2021

2020 Surplus Distribution Committee

Requested by: Ed Coleman

Action/Motion or Discussion Requested: To bless and commission a small team to come up with ideas / recommendations regarding how to use the roughly \$100K surplus that UCUC has from 2020, with a goal of providing regular updates to Council and within the next couple of months provide suggestions that Council would then consider for implementation.

This team would be co-led by Ed Coleman, Assistant Moderator, and Kyna Shilling, Director of Finance and Operations. Each of the five UCUC Ministries and the Racial Justice Action Team is being invited to provide a representative to participate. The team will be considering a wide range of possibilities including, but not limited to, providing grants to organizations outside of our church, funding on going UCUC activities, and adding to UCUC reserves.

Confirmed members include:

Ed Coleman
Kyna Shilling
Kathy Turner
George Vestal

For the following reasons

During 2020 the US Federal Government provided the Payroll Protection Plan (PPP) to help organizations weather the impacts of the Covid-19 Pandemic. Kyna and others were successful in applying for funds through this program and received a loan for \$189K that will be forgiven and converted to a grant through submission of required documentation. With these PPP funds UCUC was able to continue to pay all of its employees throughout 2020 despite some reduction in anticipated revenues. Without PPP we would have had to either cut payroll expenses or turn to UCUC reserves to balance the 2020 budget. As last year's finances came out, thanks to the PPP, we ended up with a surplus of about \$120K. At its January 2021 meeting the UCUC Council voted to use approximately 20% of the 2020 surplus to augment the 2021 budget revenue forecast to balance the financial plans for this year. That leaves us with approximately \$100K that Council agreed to have this small team consider and make recommendations for use.

Any foreseeable objections?

Date of request: February 3, 2021

Person to be contacted if clarification is necessary: Ed Coleman, Kyna Shilling

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF February 17, 2021

Racial Justice liaison to Council

Requested by: Terry Moore

Action/Motion or Discussion Requested: To replace one of the At-Large council representatives with a Racial Justice representative. They would represent the congregation at large but would be tasked with bringing an antiracist perspective to council discussions and decisions, to liaise with the Racial Justice action team, and to promote and encourage the council in its Racial Justice goals. The person in this role would serve a three year term starting in May 2021, and would be nominated by the Racial Justice steering committee and affirmed by a vote of the congregation at the 2021 Annual Meeting. Mid-term vacancies would be filled by the Racial Justice steering committee and a vote of council, affirmed at the next All-Church Meeting by a congregational vote. If the Racial Justice rep is unable to attend a council meeting, they are charged with finding an alternate who can hold that antiracism perspective.

For the following reasons

To further our Racial Justice work, to support our council goals of Racial Justice, to amplify an antiracist perspective and to strengthen council's connection to the Racial Justice Action Team.

Any foreseeable objections?

Date of request: February 6, 2021

Person to be contacted if clarification is necessary: Terry Moore