

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, March 17, 2021

Church Council Agenda	Purpose	Lead/Presenter	Pg #
Gathering			
Land Acknowledgement		Volunteer	2
Declaration of Quorum		Moderator	
Opening Prayer			
Circle of Sharing	Deep connections	All	
Grounding for our work and ministry	Growing in our faith	Amy	
Consent Agenda	Approve or move for discussion	Moderator	
Minutes of Council Meeting 2-17-2021			4 – 6
Reports/Old Business			7 – 14
Ministries and Leadership Staff Reports	Information-sharing	All	
Financial report	Review, discuss	Don Guthrie	attached
Update on financial/loan support for pastors		Don	
Covid-19 Task Force update		Kyna	
New Business			
AIR – Updated Covenant Agreement (at 8:00 pm)		Rev. Bruce Wilson	15
AIR – Jerbi Housing Allowance		Terry	16
AIR – Removing bank signators		Terry	17
AIR – Adding bank signators		Terry	18
CEC “visit a committee” proposal (at 8:15 pm)	Update	Jan von Lehe	19
Once Around			
Closing Prayer			

Next Meetings: April 21, May 19

Annual Meeting: May 23

Reminder: Annual Reports due April 6

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.

FEBRUARY 2021 MINUTES

The Council of the University Congregational United Church of Christ met on February 17 via Zoom. The meeting was called to order at 7:02 pm and a quorum was noted by Terry Moore.

We opened the meeting by reading our Land Acknowledgement. Catherine lead our opening prayer.

We welcomed Pastor Steve to his first official Council meeting. All participated in a circle of sharing.

Kyna led us through a grounding exercise examining aspects of white supremacist culture. The staff have chosen to focus on 4 characteristics over the coming year: perfectionism, fear of conflict, defensiveness and right to comfort. We broke into dyads to discuss these traits or characteristics.

Consent Agenda:

- Minutes of January 20,2021 Council Meeting
- 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 UCUC 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).

It was moved and seconded to accept the consent agenda as submitted.

Vote: Passed unanimously

Reports and Old Business:

Leadership and Ministry reports: Greg Turner noted that people are starting to think about how we might better utilize/develop Lot C.

Financial

Key Highlights:

Only one month of accounting thus far for 2021 – this results in plenty of “noise”

Offerings are well ahead of budget and other revenues are essentially on budget.

Expenses are by and large on budget.

New Business:

AIR Form “Retainer for Cynthia MacLeod and Diane Schmitz”

See end of minutes for full text of AIR form

Motion 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.

The retainer would be paid for through the New Initiatives Fund, with a cap of \$10,000 for 2021.”

Motion made by: Mary Sue Galvin

Seconded by: Don Guthrie

Discussion:

The retainer would be paid for through the New Initiatives Fund, with a cap of \$10,000 for 2021. Virginia wondered why this ongoing work is funded through the New Initiatives Fund. The New Initiatives Fund was started by Council in 2006 – to support the churches established priorities when not otherwise in the budget. The NI fund has an annual distribution “cap” of \$30,000. This is a Council discretionary fund. As RJ is ongoing work, Don recommended we build this into the budget for next year.

Vote: Unanimously approved

AIR Form “2020 Surplus Distribution Committee”

See end of minutes for full text of AIR form

Motion:

“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.”

Motion made by: Greg Turner

Seconded by: Priscilla Grundy

Discussion:

This group is looking for reps from each Ministry

Vote: Unanimously approved

AIR Form “Racial Justice Liaison to Council”

See end of minutes for full text of AIR form

Motion:

“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. “

It was moved and seconded to accept this motion.

Discussion:

Concern that the wording could be construed to mean that we are delegating the anti-racism work to the liaison rather than all being responsible for the work.

Vote: Unanimously approved

General Announcements / Other business:

We shared some of our feelings, thoughts and plans for the next weeks of Lent.

We closed the meeting in prayer, led by Pastor Jerbi
The meeting was then adjourned.

Minutes respectfully submitted by Mary Sue Galvin

Full texts of AIR Forms:

**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. The retainer would be paid for through the New Initiatives Fund, with a cap of \$10,000 for 2021.

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

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.

**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 Williams
- George Vestal

For the following reasons

During 2020 the US Federal Government provided the Paycheck Protection Program (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

Ministry Reports

Leadership Team Staff Report

What has been your focus this last period?

Welcoming and orienting Pastor Steve; Pastor Amy shifting to Vision and Stewardship portfolio
Worship Leadership, February focus on Black History month; developing Lent worship focus as well
LT work with anti-racism consultants Dianne Schmitz and Cynthia McCleod
Ongoing ministries of parish care, stewardship, worship, formation and love and justice outreach.

What joys have you experienced?

It has been a joy connecting with Pastor Steve; good to see vaccine access increasing

What have been your challenges?

A full year of doing Ministry differently

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

Looking forward to the work of “emerging” from Covid and what that will mean for the future
Working to strengthen anti-racist work across all ministries

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

Continued need to assess what emergence could look like for all ministries
Important to build strong connections between vision and action across ministries
Thank you to those working with the White Supremacy Culture Characteristics information shared at Council and
with church staff over the last several months. Let’s commit to continuing our work together to transform those
places where white supremacy culture shows up in our institutional practices.

submitted by Pastor Catherine on behalf of the Leadership Team

Finance & Operations Report

What has been your focus this last period?

Admin staffing transition: day-to-day support/management with one fewer team member, hiring a new Office
Assistant and Communications Coordinator (Anna Ly—she starts on 3/22, hooray!), reorganizing admin tasks.
Supporting Steve: orientation and logistics of financial support.
Personnel Guidelines revisions.
Strategic planning.
Increased coordination with the facilities team and tenants.
The UCC Yearbook report – my first. Thanks to all the staff who helped compile all the info we needed.
Stewardship Ministry had a quarterly check-in meeting which was a great time to connect our Finance, Facilities,
and Personnel committees. It was really nice to gather virtually!
Thinking about Covid-19 next steps: creating a clear policy for outdoor gatherings, looking ahead to what
benchmarks we should identify for indoor small groups.
Digging a little deeper into our communications strategy (internally and externally), and making some
adjustments.

What joys have you experienced?

Staff members scheduling their vaccinations!
Bringing Gina Massoni on as an Assistant Bookkeeper to help alleviate Su’s workload.

Deepening partnership with Amy in the new MVS role.

Attending my first virtual memorial of my Great Uncle Bob—I found it deeply meaningful and life-affirming.

Personally, I celebrated the one-year anniversary of purchasing a house with my parents! I made house-shaped hand pies with jam and Nutella and we ate them in the back yard (social distant-ly, of course).

Also, I finally hung up the artwork in my new place, so that was a satisfying accomplishment.

What have been your challenges?

Continued tension with supporting the building (vandalism, maintenance issues, tenant communication).

Really missing that 3rd office person!

Standing for the Common Good... rain or shine (or hail).

Personally, I continue to navigate some complicated health things—nothing bad, but occasionally distracting.

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

Good. My plan is that after we onboard the new Office Assistant we will be shifting Vicki’s role to greater support of lay ministries, committees, and church members. I’m also looking to do a 2nd quarter budget check in with our ministries, to provide some additional support in this unusual year (and an unusual budget).

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

I’ve been reading a lot about trauma responses, and how we need to offer compassion to others and ourselves during the anticipated transitional phase as the pandemic comes to an end and how there may be some as-yet-unanticipated effects of emerging from this pandemic time. I think this transition is going to be more difficult than the shift last year into 100% virtual church. It’s gonna be messy: there’s a lot of grief and deferred expectations and longing for normalcy and to feel in control of something (anything!). So, I’ve been trying to consider what this advice means in less abstract terms: *how* do we offer compassion to others and ourselves, in the specific? What does grace actually look and feel like on a day-to-day basis?

submitted by Kyna Shilling

Moderator’s Report:

With the pace of vaccinations picking up it is time for us to begin to consider “emergence” (thank you, Catherine, for the word). As we emerge from what has been, for many of us, a dark place, what will our brave new world look (feel, sound, taste) like? How will it differ from the the old world? The Covid-19 Action Team will continue to advise us about when it will be safe to do what, in what numbers and in which rooms...but it is up to us, in Council and in our ministries, to discern what we *want* to do and what we should do.

What must we get back to doing, without which we are not church to you?

What have we learned to do in the past year that we should not forget as we emerge?

Our answers can (and likely should) as we emerge, because this will be a long process. But it is time (hallelujah!) to begin to dream.

Submitted by Terry Moore, Moderator

Assistant Moderator Report

Now that we are well into Lent and Spring is just around the corner, I have an increasing sense of optimism about where UCUC is headed. Many of our congregants have already received Covid vaccinations. President Biden just

announced that by May 1st all adults should be able to sign up for their vaccines. The UCUCS Covid-19 team will be meeting between my writing of this and the next Council meeting so we should have an update to share at that time.

Our next Council meeting date is also the Tent City 3 move-in day as they take up residence as our guests on Lot C for the next three months. This time they will have to whole lot to use. A big Thank You to Tim Croll who is once again our hosting coordinator.

Membership of our Committee of Council to make recommendations for use of the 2020 financial surplus of approximately \$100K is now in place and we will get underway with this effort shortly. Another round of Parish Care phone calls to congregant households has been launched. Thank you to all the volunteer callers without whom this would not happen. We are continuing to be Church through what I hope is the recovery phase of this pandemic adventure. We have such opportunities to carry the best of this past year into our collective future and to celebrate the end of what we choose to leave behind. The theme of the lectures we hosted last year is ringing in my ears: All this Joy, All this Sorrow. Blessings to all of us and particularly those who have been most impacted by this pandemic.

Submitted by Ed Coleman, Assistant Moderator

Love and Justice Ministry

During our March meeting on Wednesday the 3rd, the Love & Justice Committee devoted its entire meeting to handling (giving away) the money provided by the church to our L & J Ministry. These funds to support outside agencies come from the L&J operating and revolving funds: a total of approximately \$71K. When combined with Our Churches Wider Mission (OCWM), and the Pastors' Relief Fund (both channeled though the Pacific Northwest Conference of the UCC), and our various monthly Special Offerings, these March decisions comprise the bulk of the combined L & J / Outreach giving.

We review questionnaires, with the goal of understanding how the agencies' vision and mission fits with our goals and priorities. We also seek to help sustain organizations where we have had a long-term relationship. Economic, Racial, and Environmental Justice remain focus areas for us; and we understand how interconnected these issues are.

We are still firming up some of numbers, but we will plan to disburse approximately \$32K to **Direct Services** organizations, \$7.5K to our 501c3 partner, Mwanzo Proud Farmers, and \$15K to organizations that focus on **Advocacy** for social justice and cooperation. Approximately \$6K will be reserved for our own UCUCS **Action Teams**, and 11 K for special projects or seed money for new organizations. This +/- \$17K will be allocated in the Spring and Summer.

Direct service agencies we want to support in 2021 include: Downtown Emergency Service Center (DESC), Mental Health Chaplaincy, ROOTs, Roanoke Park Counseling, Teen Feed, University Churches Emergency Fund, Chief Seattle Club, Real Rent Duwamish, Tri Cities Mutual Aid Fund, UCC Disaster Relief, and the Interfaith Taskforce on Homelessness. Some of these groups also include advocacy as part of their service.

Agencies focused on Advocacy in 2021 include: Bread for the World, Jubilee NW, the Church Council of Greater Seattle, Earth Ministry, Faith Action Network, and the Justice Leadership Program. Sacred Earth Ministries (SEM), Racial Justice, Teen Feed, Child Care (CLCC) and Mwanzo are currently our most active Action Teams.

Submitted by Greg Turner, L&J Ministry liaison

Worship and Music Ministry

Submitted by Priscilla Grundy, Worship & Music liaison

Stewardship Ministry

From the **Stewardship and Finance Committee**:

Financials (YTD thru 1/2021)

- Offerings \$24.0K favorable compared to YTD budget of \$99.3K
- Total revenues \$21.8K favorable compared to YTD budget of \$119.7K
- Expenses \$8.5K unfavorable compared to YTD budget of \$119.3K
- Net Position \$13.3K favorable compared to YTD budget of \$0.3K

Regular Business

- Kathy Williams will represent the Stewardship Ministry serving on the committee to be formed to determine how the remaining 2020 operating budget surplus should be allocated.
- The committee briefly reviewed the results of the recently-held investment committee meeting which covered 4Q2020 returns on the endowment funds.

No report from the **Personnel Committee** this month.

From the **Facilities and Equipment Committee**:

- Sione dealt with various contractors to address a situation where the CLCC rooms were overheating despite the set point showing the proper temperature. The problem has been addressed.
- Someone removed exterior door handles of the doors to the Narthex. Ring Spotlight cameras have been purchased and installed to discourage vandalism, which has been increasing during the pandemic.
- Good news! The custodian team has been scheduled for COVID shots, thanks to the initiative of Nancy, at CLCC.
- Bill Vanderbilt has continued to be a valuable resource to Sione on the building’s HVAC system. Dennis Noson is also getting involved, researching other possible contractors, to ensure we obtain the best possible service for our building systems. Dennis is also serving on the Sanctuary Study Group.

The Stewardship Ministry had a joint meeting on March 10. It was good to have an opportunity to catch up with our friends who serve on other committees in our ministry, as well as our new ministerial Liaison, Pastor Amy, and to also see Pastor Steve, and, of course, Kyna.

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

Children’s Ministry

At our 3/1/21 Children’s Ministry meeting, we discussed the following items:

- Storytime Live, how is it going? What have we learned and what might we change or bring forward to continue? We had a substantial conversation about white folks having conversations around race. We spoke of the

discomfort and of the value for all people across the age spectrum. We spoke of our hope that this particular program might be more intergenerational.

- We polled our small group to get a sense of who might attend the Common Good Vigil on 3/7.
- We discussed ways to welcome Tent City. We discussed the importance of involving our children in this justice ministry. We have decided on a gift bag packing activity. The wheels are rolling in connection with Love & Justice Ministry.
- As a ministry, we decided that an egg-related event was important for the weekend of Easter, mimicking the egg-dying event often held at church on Easter Saturday. There will be an afternoon “Egg-stravaganza” on Zoom on April 3rd, 4-5:00ish. Egg dying sharing, cross and butterfly craft and community time will be facilitated. All-ages and intergenerational. All are welcome.
- Noticing the Youth Ministry live events going up, we had a discussion about how we feel about offering live events and our timeline for those. We spoke about the differences between youth and young children in terms of mask and especially hold distance compliance. We all felt nervous enough that, despite our longing, we would like to postpone in-person events for now.

Thank you Council and all the ministries and participants.

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

One significant development with Christian Formation is a transition with Jennifer Butner as interim Director of Children’s Ministry. Together we have discerned that she will be concluding her work in that role mid-April. She has had conversations with most of the Children’s Ministry committee and will be sharing her news with the children’s ministry email group soon. An announcement to the congregation will go in the April *Church and Home*. That timing will give us a chance to celebrate her and thank her for the work she’s done throughout this year.

The Leadership Team has been imagining a reconfiguration of staffing for Christian Formation as we come out of this interim period. The proposal will be for Margaret to become the Director of Children, Youth and Family ministries with a supervising role over other staff. Ministry assistant/s would be hired to implement programs within CF.

The Youth Committee has a robust lay leadership team and the pastoral team and Margaret are confident we will continue to provide meaningful opportunities even while hiring new staff. New job descriptions are currently being written. Feel free to contact me with any questions.

Peace, Pastor Steve

Youth Ministry Committee

FEBRUARY & MARCH SPECIAL EVENTS

February 27th – Family Fellowship Night (zoom)

On Saturday, March 27th the Youth Ministry Committee offered a zoom fellowship night where we gathered as youth, parents, youth committee members & youth leaders to share in some fellowship with each other. We sent everyone a gift card for GrubHub to have a meal on us as we gathered for dinner and games. We chose GrubHub because they were participating in the “Black Restaurant Week Northwest” (which was that same week) and we encouraged folks to purchase food from black owned restaurants if they could.

The gathering was super fun! We first gathered everyone together, had some dinner together, did some announcements, and some thank you’s. Then we split into three groups – parents of middle school youth, parents

of high school youth and then the youth and youth leaders. Parents got time to connect and check in with each other. They got to share about the joys and challenges and know that they are not alone in this struggle. And the youth got to play virtual games together with the youth leaders. It was a meaningful night for everyone!

MARCH 13th – CAMPFIRE CONNECTIONS FELLOWSHIP EVENT (in person)

On Saturday, March 13th, the Youth Ministry Committee offered a gathering for families in-person on church property. We worked with Kyna Shilling, the Covid19 team and the facilities staff to plan and make sure we were offering a safe way to gather. We had about 7 campfire pits and we spread them all out at a distance in Parking Lot A at church. We had folks pre-register so we would know who to expect. And we had everyone check-in upon arrival so we could be accurate with family pod numbers and individual numbers. We had 18 family pods and 39 people total in attendance. We asked folks to sit in their pods around the fire. We had 2-4 family pods (depending on the size of your pod) around each firepit. Family pods were asked to move around a bit a few times so that folks could connect with different families. We had a few conversation starter questions in case we felt we needed it, but we did NOT need it. Folks were so happy to see each other, the conversations were flowing. Overall, it was a successful event. I think we learned some things through it, but overall, it felt good and safe.



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. Bruce is one of UCUC Covenant partners and has been writing our curriculum plans for Sunday morning Youth Group! Throughout February, we honored Black History Month in our discussions and reflections.

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 Swanson, Director of Youth Ministry began partnering on this for the month of March. And will continue going forward. We had about 10 little kids & elementary kids sign up and about 6 middle and high school youth sign-up.

Confirmation Class: “Faith By Heart”

Confirmation Class began on at the end of January and will run until May 2021. We have 6 participants and we have assigned mentors to each youth. They are to check in weekly with each other. The discussions each week are really important and profound! Pastor Catherine and Margaret Swanson will be leading. With a young adult helper, Graham George.

RETREATS:

We are currently running our sign ups for these two retreats:

Boys (Virtual) Retreat: "Strength in Vulnerability"

March 26 - 28

Join us for a weekend retreat (on zoom). This year the Boy's Retreat will take a look at the "Strength in Vulnerability". Sometimes as boys/men we are told that vulnerability is a bad thing or that vulnerability is weakness. Bruce, Brent and Pastor Steve will reflect with the male-identifying youth about experiences of guys in school formats, online learning and even in our faith communities. What are the messages we are getting and what do we do with them? We are grateful for the leaders – Bruce Wilson, Steve Jerbi & Brent Droze.

Girls (Virtual) Retreat: "Stronger Than We Know"

March 26 - 28

Join us for a weekend retreat (on zoom). Our theme is “Stronger Than We Know”. We'll take time to reflect on and celebrate our strength over this last year. We will explore what it's been like to be a girl in this time. We will explore how we as women, can continue to tap into our God-given strength and empower ourselves and each other! We will connect through discussions, reflections & activities! We are grateful for the leaders – Margaret Swanson, Rev. Catherine Foote, Cat Gipe Stewart and Sami Braman.

OTHER UPCOMING EVENTS:

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.
- **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.
- **Youth Worship** – June 6th

Submitted by Margaret Swanson & the Youth Ministry Committee

Calling, Engagement & Community Ministry

Welcome Committee: adapting to changes---to reach folks wanting more information to connect with the church. Continue with weekly announcements on Sunday, article in Church & Home, Church web page.

Greeters subcommittee: on hiatus.

CE & Community committee: continue with Good Works Fair during November Pledge Campaign. Set up April or May as a “visit a committee month” -where can people serve and explore new opportunities (see page 19). Why wait until November? Continue to encourage signups to my UCUC

Parish Care: they are a smaller group now—they need chair or co-chair. They’re continuing to reach out to folks as needed. Starting week of 3/8 volunteers are reaching out to check in with members with phone calls & emails. This should take 2-3 weeks.

Befrienders: they are on hiatus.

Coffee Hour: on hiatus as we know it. The new virtual format is attracting more each week-approx. 12-16 participants (some of the same regulars). I’m now attending each week. On Sunday 2/28, Pastor Steve and Pastor Catherine joined us, we had a total of 16. Sunday 3/7 we set up an additional coffee hour starting at 9:30 am and streaming into the worship service. Pastor Amy introduced this to us. We had 14 participants attend. We attracted some folks not usually attending the after-service coffee hour. To me, this looks like a very good idea and will help strengthen our coffee hour.

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. I attended the Monday 3/8 get together -we had12 attending. It’s really nice to connect with friends!

Men’s 1st Tuesday Meeting. They are meeting monthly via Zoom. It is a very active & vibrant group. This month we had 14 attending, including Pastor Steve and me.

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

Senior Lunch: on hiatus

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

Seabeck 2021: It will be held virtually again this summer 7/11-7/16. More info to come and will be in C&H.

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. How can we connect folks with volunteer opportunities? Continue trying to keep things as “normal as before”.

Submitted by George Vestal, CEC Liaison to the Council

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

Updated Covenant with Rev. Bruce Wilson

Requested by:

Rev. Bruce Wilson

Action/Motion or Discussion Requested:

Action to approve new covenant Between Braxton Institute for Sustainability, Resiliency and Joy, Bruce Wilson, University UCC and PNCUCC

For the following reasons:

Update church on Bruce Wilson's Ministry.

Any foreseeable objections?

No

Date of request:

3/10/21

Person to be contacted if clarification is necessary:

Bruce Wilson 253-306-1028

AGENDA ITEM REQUEST FOR THE COUNCIL MEETING OF 3/17/2021

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, Steve Jerbi is compensated by University Congregational United Church of Christ exclusively for services as a minister 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 UCUC) 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 - \$44,000

Resolved further that these designations as housing allowances shall apply to calendar year 2021 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

AGENDA ITEM REQUEST FOR THE EMAIL COUNCIL MEETING, March 17, 2021

Requested by: Kyna Shilling

Action/Motion or Discussion Requested:

To remove the following signers: J. Todd Smiedendorf and Margaret Stine
from University United Church of Christ's Business and Money Market Accounts at Home Street Bank

for the following reasons:

They are no longer UCUCS staff and/or members of the Church Council, and non-active signers must be removed prior to adding new signers to the account.

Foreseeable objections (add your rebuttals if you wish):

Date of Request: 3/20/2021

Person to be contacted if clarification is necessary:

Kyna Shilling

AGENDA ITEM REQUEST FOR THE EMAIL COUNCIL MEETING, March 17, 2021

Requested by: Kyna Shilling

Action/Motion or Discussion Requested:

And to add the following signers: Ed Coleman and Steve Jerbi
to University United Church of Christ's Business and Money Market Accounts at Home Street Bank

for the following reasons:

To keep our bank signers current with new Leadership Team staff and council officers.

Foreseeable objections (add your rebuttals if you wish):

Date of Request: 3/10/2021

Person to be contacted if clarification is necessary:
Kyna Shilling

Engagement Committee Proposes 'Visit a Committee' process - DRAFT #1 3/10/2021

Goals:

- to facilitate easier access and connections for interested church community volunteers to learn about and visit with various ministries, committees, action teams;
- to facilitate various ministries, committees, action teams to connect with interested members of our church community.

Project Summary:

Create processes for periodic 'Visit a Committee' at UCUC - frequency to be determined but envision at minimum annually if not more often.

Steps to Launch Process:

1. Enlist project support and endorsement from Church Council and the five ministry chairs, and then subsequently various committees and action teams
2. Create master list of the various active UCUC groups including:
 - brief summary of group's purpose
 - key contact person
 - frequency of meetings; in person / virtual
 - typical amount of involvement that group members have
 - any preferred skills, abilities, background for the committee
3. Develop process steps for fostering visits
 - determine if some centralized coordination would be helpful (e.g. central contact person at Engagement Committee to foster successful processes) or just develop processes that promote direct coordination between visitor and group leader.
 - tips for successful welcoming (e.g. pre-meeting contact/orientation by committee chair with visitor; in-meeting introductions and recommend brief sharing of why current members find meaning in their involvement, post-meeting followup by chair, etc)
 - tips for first time visitors to committees (e.g. exploring group's activities prior to attending, balance taking time to ask questions at meeting without pulling group away from agenda)
4. Communicate opportunities in Church & Home, weekly email, etc.
5. Follow up with leaders and committee visitors regarding what worked well, what might need adjustment.

Note: this could evolve into a quasi nominating committee approach, trying to match interests and skills with various needs.