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Chequamegon Unitarian Universalist Fellowship
Annual Business Meeting Agenda
April 22, 2012
Second Floor Ponzio Student Center, Northland College

The relighting of the chalice by Diana Granger was followed by the welcome and call to order at 11:02 am. She continued with an introduction of the current board and a general description board duties. Board members present were:

Diana Granger
Ed Calhan
Warren Kehn
Patty Dufek

Erin Tenney and Jan Perkins were not in attendance.

26 voting members were present allowing for the needed 20% quorum (12).

The minutes from the 2011 Annual Business Meeting, that had been distributed online were distributed in hard copy and attendees were given a few minutes to look them over. Deb Lewis moved to accept the minutes as presented, there was a second, motion passed.

Warren Kehn presented the Treasurer's Report, (see attached) George Bussey moved to accept the report as presented there was a second, motion passed.

Diana Granger presented a report on Board activities

1. Revisions to the budget process to ensure that committees are heard. Recognition that ours is a need based budget system.
2. Analyzed the survey to gain a sense of direction. Reactivated the Facilities committee to consider building options.
3. Greater contact with other UUA organizations. Webinars and conference on building up small congregations.
4. Approved our participation in the internship program and publicized its positive benefits and also our obligations.
5. Set up a workshop for long range planning after discussions about probable changes in our situation in the near future.
6. Consideration of move to Sigurd Olsen building.

The Board recommended the consideration of the Sigurd Olsen Building be sent to the Facilities Committee so that they might develop a recommendation for the congregation to consider. Much discussion was had surrounding the consideration of the Sigurd Olsen

Building and the recommendation to send it to the Facilities Committee. Some of the points of discussion were:

1. How well the Sigurd Olsen Building did or not meet the Fellowships need for space, traffic flow, lighting, RE meeting areas, coffee hour and visiting.
2. The ease of set-up at Sig O as opposed the demands of set-up i.e., chairs and piano at the Ponzio.
3. The effects of repeated moves to new locations and moving to a new location then returning to the former location.
4. The 3 main needs of our congregation in regards to a meeting location.
 - Fellowship Service Space
 - RE Meeting Space
 - Community/Coffee hour space
5. The need to send this back to a committee verses an immediate vote on making the move to the Sigurd Olsen Building.

George Bussey moved to make a vote of nonbinding support for the Board's suggestion to send this to the Facilities Committee to develop a recommendation, Jill Lorenz second, passed 19 in favor 2 opposed.

Committee Reports

1. Jackie Rae-Ledin presented the Caring Committee Report.
2. Patty Dufek presented the Hospitality report.
3. Brenda Brouder presented the Communications Committee report.

Movement to a new website continues, CUUF now has an active Face book Page and Twitter account thanks to Ruth Oppedahl.
4. Marilyn Einspanier presented the Open Door Newsletter Report.

All submissions are appreciated and the new influx of pictures and poems form our members have given a new vibrancy to our newsletter. Marilyn is also looking for a replacement.
5. Brenda Brouder gave a Publicity Report.

Monthly posters newspaper announcements and other PR efforts continue thanks and June Bavlanka June is looking for a replacement.
6. Brenda Brouder presented Karen Reudi-Crowell's Membership Committee Report

Three members formed the membership committee this year, Brenda Brouder, Karen Ruedi-Crowell, and Andrea Haugo. Plus many members helped with greeting, new member meetings, and circle suppers. This year's membership committee was responsible for and managed the Welcome table, greeters, name tags, and visitors; the CUUF membership book; the members, friends and visitors databases, email and snail mail lists and communications; information about CUUF, UUA, and becoming a member; pathways to membership meeting (February 25), the annual new member recognition service (March 4), and Winter-Spring Circle Suppers for social fellowship. We recognized 5 new members whose families included four children this year.

The best thing the Board did for the Membership Committee two years ago was to

hire an Administrative Assistant whose responsibilities included membership record-keeping and committee support. Then the Board approved purchasing a computer and database software system which allowed the AA to keep track of individuals and households and children. The UUA membership certification process no longer takes a whole month to calculate. Brenda has done a great job managing all the information she needs in the database. Thank you, Brenda.

I'd also like to thank Andrea Haugo for all her work on the membership committee these last two years. Andrea organized greeters, helped set up our first Pathways to Membership meeting in 2011, and organized Circle Suppers. All make for a better Fellowship.

7. Beth Reed presented the Religious Education Committee Report.

RE Report for the 2012 Annual Business Meeting of the CUUF

The Religious Education program of the CUUF has served approximately 18 children so far this year. Numbers vary from week to week. We have a K-3 program which is being taught by Kristi Kiel and Deborah Aaron. The 4-7 graders are taught by Erin Tenney and Tom Mitchell. Ruth Oppedahl and Beth Reed are sharing leadership of the 8th grade and up group.

The youngest group is using a children's books curriculum and using the stories to stimulate discussion and activities around themes of world religions and worship.

Erin and Tom are using a curriculum called, "What Do You Stand For?" and is a character development program.

The High School group has focused on service projects and experiences such as raking lawns, participating in a sleep out for the homeless and researching possible mission trips.

We raised funds by volunteering to pull gates at the American Birkebeiner ski race. We spent money on supplies and the sleep out weekend, but remain under budget.

7. Birgit Wolff presented the Worship Committee report. The CUUF's Worship Committee, consisting of David Saetre, Jan Perkins, Mike Crowell, Megan Perrine, Kelsey Rothe, and Birgit Wolff (head), with Jan Perkins (board liaison), met in person at NL or via internet throughout the 2011-2012 season and considered/accomplished the following:

- Scheduled services, chose topics recruited speakers, procured meeting space through David.
- Interfaced with Joni and guest musicians as well as religious Education.
- Arranged for payment of speakers musicians, David etc.
- Thanked speakers
- Discussed beautification of meeting space; better PA system, banner podium.
- Sought and mentored service coordinators
- Regularly updated master schedule
- Developed budget

- Organized Garage Sale 2011-12
- Coordinated with David for speakers and topics
- Sought LCD projector, in progress

The following serves as a reminder of our presence on Northland Campus:

2010 David clarified in person and in a detailed letter to the board and the Worship committee that CUUF's presence on the Northland campus is bound to the Campus Ministry which David heads. Our facilities space for both worship service and RE and other meeting rooms is made possible only through the shared ministry partnership between CUUF and Campus Ministry. CUUF provides the worship leadership and educational programs while NL provides the space and Campus Minister. This fulfills the goals of campus ministry to provide regularly scheduled services to faculty and students. David is the liaison between CUUF and the college.

9. Irene Blakely presented the Facilities Committee Report (see complete report attached). The committee recommended:

1. That the fellowship set up a specific building fund, separate from and independent of the regular membership giving.
2. That the governing board set a new charge for the facilities committee to guide its future work.
3. That we continue to update our information by surveying the fellowship every 2 or 3 years.

Much discussion was had surrounding the recommendation of a building fund. Some of the points of discussion were:

- a. The correct name for the fund, "building fund" or something else such as "future fund".
- b. How will the funds be used? Are they only for a building or can they be used for leasing and the other expenses involved in establishing a new location?
- c. A need for a written recommendation including how the money will be spent and discussion of how other NGO's have established building accounts.
- d. A suggestion that Ruth Oppedahl could lend her extensive knowledge of the administration and operations of NGO's to the Facilities Committee, in developing a written proposal.

The nominations for new "Board of Trustees" were presented:

Mark Perrine
George Bussey
Ashley Lokken
Warren Kehn – returning

Irene Blakely moved to accept the four nominees as board members, second and passed.

A revision to the by-laws was presented for approval as the addition to article six of the bylaws to define a quorum for board voting authority. "The Board of Trustees can

only enact motions when a quorum is present. A quorum shall be defined as two thirds of the current membership of the board.

A motion was made to accept this change to the by-laws, second, passed.

Irene Blakely moved to accept the Facilities Committee recommendation to start a Building Fund starting at \$0.00, not including any contributions to made to CUUF prior to this business meeting, and that the fund not be bound to just use for building but with the stipulation that it could be diverted to another use. The motion was second, failed with 4 in favor and 14 opposed.

David Saetre asked for the floor to address the membership, making the following points and clarifications.

1. He is not leaving at this time. A.J. is the new intern minister, not interim minister.
2. A request that the congregation begin long term planning because our relationship with David and the Campus Ministry at Northland College is not guaranteed into perpetuity.
3. A need to be very careful and purposeful, as well as more formal in our planning as we grow and experience the many new changes headed our way.

Ed Calhan moved to adjourn, second passed. Meeting adjourned at 12:42 p.m.

2011-2012 CUUF Budget

Fellowship Administrator	\$3,000
Office Supplies	150
Software	350
Communications	
Newsletter	800
Publicity	100
Internet	156
UUA	2,120
Prairie Star District	800
Donation to Northland College	1,000
Worship	
David Saetre	2,025
Other Speakers	1,375
Music	1,525
Misc	425
Religious Education	1,000
Hospitality	500
Caring Committee	100
Child Care	100
Lending Library	75
Social Action	200
Conferences/Workshops	800
Pledge Supplies	80
Membership Committee	495
Insurance	350
P.O. Box	70
Equipment/Furniture	150
Miscellaneous	300
TOTAL	\$18,046

**Chequamegon Unitarian Universalist Fellowship
Facilities Committee
2012 Report**

What we saw in the community survey:

A clear majority sees our own building in our fellowship's future.

- 33% Yes
- 44% Yes, under some conditions
- 24% No

Although most are satisfied with our current space, almost 1/3 are not.

- 23% Very satisfied
- 49% Somewhat satisfied
- 28% Somewhat/very dissatisfied

There is a very strong degree of willingness to share space.

- 44% Very willing
- 50% Could live with it
- 6% Unwilling

Location is an important consideration.

- 81% Ashland
 - 26% Bayfield
 - 57% Washburn
- (Note: Respondents could check all locations that they liked.)

Clearly, 10 A.M. service is preferred.

- 83% 10 A.M.
- 35% 9 A.M.
- 19% 11 A.M.
- 17% Evenings

70% are interested in having our own facility.

- 32% Very interested
- 38% Somewhat interested
- 30% Not interested

A clear majority would be willing to donate to a specific building fund.

- 64% Yes
- 36% No

There are many activities that our fellowship would like to be able to have space for. (Very important or somewhat important)

- 96% Worship
- 74% Adult programs
- 96% Children's programs
- 84% Infant care

- 96% Youth programs
- 89% Rites of passage (weddings, memorials, etc.)
- 84% Social activities
- 71% Offices and administrative areas
- 89% Kitchen and coffee service
- 85% Potential “Green” qualities of the building
- 84% Hosting outreach and social responsibility activities
- 78% Welcoming entrance area
- 81% Parking
- 68% Outdoor area
- 76% Storage

What we know or can reasonably assume:

We are a growing, lively fellowship running out of space.

We lack space for the activities that our fellowship wants to have.

Our current relationship with David Saetre connects us to the Northland College location, and is currently a stable one.

In five years, we have reason to believe that our connection to Northland College is likely to change.

In five years, we have reason to believe that our relationship with David Saetre is likely to change.

How we think we could finance a building of our own:

Start a specific building fund.

Approach potential major benefactors.

Explore UUA and Prairie Star grant and loan funding sources.

What the facilities committee recommends:

4. That the fellowship set up a specific building fund, separate from and independent of the regular membership giving.
5. That the governing board set a new charge for the facilities committee to guide its future work.
6. That we continue to update our information by surveying the fellowship every 2 or 3 years.