

01.01.2018 – 05.31.2019 Summary of Congregational Meetings

In the interest of reducing printing costs and use of paper, we are providing this summary of the meeting minutes and actions taken with link access provided to an electronic copy of the full minutes.

The structure of these summaries for each of meetings held during this period is as follows:

- 1) YYYY.MM.DD and Title of Meeting
 - a) YYYY.MM.DD Call to Meeting: Short Link to the Call to Meeting Webpage (On which Agenda, Documentation for Proposals, and Link to Meeting Minutes is included)
 - i) A List of the Agenda Items for the Meeting
 - ii) Number of attendees
 - iii) A Short Link to the Detailed Meeting Minutes
 - b) Actionable Agenda Item #: Description of Motion
 - (1) Name of Person who moved the item; Name of person who seconded motion
 - (2) Action/Outcome of Vote (#)
 - c) Actionable Agenda Item #: Description of Motion
 - (1) Name of Person who moved the item; Name of person who seconded motion
 - (2) Action/Outcome of Vote (#)

- 1) **2018.01.27 Annual Meeting of the Governing Body (Session 1)**
 - a) 2018.01.27 Call to Meeting: <https://rebrand.ly/annualbusinessde2d8>
 - i) **Agenda Items for This Meeting held Saturday, January 27, 2018 (9:00 am to 11:00 am)**
 - (1) Proposed CCWM/Sanctuary By-Law Change for Sustainability: Receive, Discuss and Vote; (posted below)
 - (2) Receive 2017 CCWM Year-End Financial Reports and Vote to Accept;
 - (3) Proposed 2018 Staffing Model and Ministry Plan for Sustainability: Receive and Discuss;
 - (4) Proposed 2018 Lakota YouthStay Ministry and Budget: Receive and Discuss;
 - (5) Proposed 2018 Budget: Receive and Discuss;
 - ii) Number of Members Present: 13
 - iii) Minutes of 2018.01.27 Annual Meeting Session One: <https://rebrand.ly/101be>
 - b) Motion: Changes and additions to the by-laws: leadership committee, nominating and the evolving nature of the congregation, sustainability connection with the different ministry team
 - (1) Joanna made a motion; Bruce seconded
 - (2) Motion Passed

- 2) **2018.02.04 Annual Meeting of the Governing Body (Session 2)**
 - a) 2018.02.04 Call to Meeting: <https://rebrand.ly/annualbusiness4e811>
 - i) **Agenda Items for This Meeting held Sunday, February 04, 2018**
 - (1) Receive 2017 CCWM Annual Ministry Report;
 - (2) Vote on 2018 Budget;
 - (3) Vote on extending guarantee of lead pastor contract to Dec. 31, 2019
 - (4) Vote on nominations for Leadership Circle, Nominating Committee (aka: Circles and Service Team) and Trustees (if approved in proposed By-Law change);
 - (5) Information about the BTS-Grant LOI for Invitation and Engagement in Sanctuary Ministries;
 - (6) Consider other new business as brought forth by members or friends of the congregation.

ii) Number of Members Present: 18

iii) Minutes of 2018.01.27 Annual Meeting Session Two: <https://rebrand.ly/23dc9>

b) Motion: To accept annual report

(1) Paul made a motion; Joanna seconded

(2) Motion Passed

c) Motion: To Accept 2018 Budget

(1) Branwen made a motion; Tripp seconded

(2) Motion passed

d) Motion: to extend the Pastor contract through calendar 2019

(1) Branwen made a motion; Fraelean seconded

(2) Motion Passed

e) Motion: to accept the Governance nominations

(1) Kathy made a motion; Bruce seconded

(2) Motion passed

3) 2018.09.16 Special Congregational Meeting:

a) 2018.09.16 Call to Meeting: <https://rebrand.ly/annualbusinessc376c>

i) Agenda Items for This Meeting Held Sunday, September 16, 2018

(1) Parsonage investments/renovation update and vote for additional funds over the 2018 budget.

Parsonage Investment Report with Time Line, Quotes and Details

(2) Recommendation and vote to extend the deadline for the Annual Congregational Visioning

Meeting to no later than December 31, 2018.

b) Minutes of the 2018.09.1 Special Congregational Meeting: <https://rebrand.ly/c28b3>

i) Number of Members Present: 20

ii) Motion: To approve additional funds of up to 37K to complete Parsonage project.

(1) Paul made a motion; Gini seconded

(2) Motion Passed

4) 2018.11.18 Part I of Annual Visioning Meeting (2 sessions):

a) 2018.11.18 Call to Meeting: <https://rebrand.ly/9de25>

i) Agenda Items for This Meeting Held Sunday, November 18, 2018

(1) Honing the vision of Sanctuary and the focus of her ministry we will consider a way forward; to include but not limited to:

(a) Outcomes of an MBA Committee on Ministry (COMS)* Situational Support Consultation held over the past several months regarding relationship, leadership and ministry concerns at Sanctuary.

(b) Discussion and a vote on a Leadership Circle's recommendation that Sanctuary release LYS as a ministry of Sanctuary.

(2) Functions, Staffing, and Leadership for Capacity and Sustainability

(a) Church, Community and Staff Growth: How can we as Sanctuary live into personal and spiritual growth in a way that is inspiring and useful – and that considers the relationship concerns identified in the COMS Situational Support process? How do we deal with conflict so that we engage one another in respectful and healthy ways?

(b) Leadership and Engagement: How do we grow the LC from 5 to 9 people strong? How can the LC better hear all members and partners? How can we identify the ministries for which we have capacity and laity to lead them?

(c) Staffing Model: Update on who does what after a year of hiring and a consideration of what is needed to staff Sanctuary going forward.

(3) Next Steps: We will hold a part 2 visioning meeting in January. What should this meeting focus on?

c) Minutes of the 2018.11.18 Annual Visioning Meeting: <https://rebrand.ly/ae3fb>

ii) Motion: To suspend meeting until January 5th, 2019

(1) John made a motion; Jenny seconded

(2) Motion Passed

5) 2019.01.05 Part II of Annual Visioning Meeting (2 sessions):

a) 2019.01.05 Call to Meeting: <https://rebrand.ly/annualvisioning91ab3>

i) Agenda items for this meeting held Sunday, January 5, 2019

(1) Propose and vote on continued implementation of, the additional cost of, and a recommended schedule for the Restorative Circles process and facilitation; Consider procedural and by-law concerns given Sanctuary's current status;

(2) Propose and vote on an extension of the 2018 budget to allow for Sanctuary to operate until a vision, ministry and staffing plan, and budget can be discerned and developed (item 3 below);

(3) Propose and vote on a plan to develop a 2019 Ministry and Staffing Plan, Budget and Leadership Team Nominations – with a realistic schedule for the 2019 Annual Congregational Meeting to take place outside of our bylaws (extend the deadline);

(4) Consider the need for immediate action on filling the position of Treasurer and additional Leadership Circle members.

b) Minutes of the 2019.01.05 Annual Visioning Meeting: <https://rebrand.ly/3d603>

i) Number of Members Present: 24

ii) Motion: to ensure enough funds to finish the Restorative Circle process, leadership is requesting the congregation to approve an additional \$5,000

(1) Joanna made a motion; Gini seconded

(2) Motion passed

iii) Motion: to enter into 2019 without a 2019 budget, and have the right/ability to operate at a level of 2018 budget/spending, staffing, and contracts until such time as a vision for staffing and ministry can be agreed upon and a budget and plan can be agreed upon. This would continue for a minimum of 3 months, and not to exceed 6 months.

(1) LC made a motion; Liz seconded

(2) Motion passed

iv) Motion amended: to extend Wendy's contract through the end of June 2020, to be amended and voted on again at the upcoming (yet to be scheduled) budgeting meeting to further extend her contract to the end of 2020

(1) Joanna made a motion; Jenny seconded

(2) Motion passed

v) Motion: to extend the deadline for the 2019 annual meeting by at least 3 months, but no longer than 6 months

(1) Bruce made a motion; Branwen seconded

(2) Motion passed

vi) Motion: To suspend meeting to be continued at a date to be determined.

(1) Joanna made a motion; Lisa Parker seconded

(2) Motion Passed

6) 2019.03.17 Special Congregational Meeting:

a) 2019.03.17 Call to Meeting: <https://rebrand.ly/congregationalmeetinge9d91>

i) Agenda Items for This Meeting Held Sunday, March 17, 2019

(1) Vote to hire Santana Construction to implement their proposal for a one-time expense, not to exceed \$26,000.00, to repair walks and replace the retaining wall, stairs, and hardscape in the front of the parsonage property at 105 Brooks Street, Medford.

b) Minutes of the 2019.03.17 Special Congregational Meeting: <https://rebrand.ly/08c61>

i) Number of Members Present: 21

ii) Motion: To hire Santana Construction to implement their proposal for one-time expense, not to exceed \$26,00.

(1) Paul made a motion; Joanna seconded

(2) Motion Passed

7) 2019.03.31 Annual Visioning Meeting – Session Three:

a) 2019.03.31 Call to Meeting: <https://rebrand.ly/annualcongregational0c9aa>

i) Agenda Items for This Meeting Held Sunday, March 31, 2019

A Way Forward – Honing and Clarifying the Mission, Vision and Ministry of Sanctuary through Discernment

(1) (10:00 am to 11:30 am) “What do you want for Sanctuary?” – Large Group, with facilitated reflective listening

(2) (11:30 am to 1:00 pm) “What will you commit to Sanctuary’s ministries?” – Lunch Circle Table, practicing reflective listening

(3) (1:00 pm to 2:30 pm) “What do we need to be Sanctuary?” (staff, space, ministry models, leadership) – Large Group with facilitated reflective listening; including:

(4) Discussion and a vote on Leadership Circle’s recommendation that Sanctuary release LYS as a ministry of Sanctuary.

i) Minutes of the 2019.03.31 Annual Visioning Meeting: <https://rebrand.ly/46298>

ii) Number of Members Present: 21

iii) Motion: no votes taken