

## 2023.06.07 (June) Committee of the Whole/LC Meeting

Sanctuary UCC Annual Meeting voted to implement a [Committee of the Whole Model of Governance](#); wherein all members and partners of Sanctuary UCC are now "elected" to do the work of the Leadership Circle. Here is the Mission and Ministry Plan that will guide that work this year: [2022.2023 Mission and Ministry Plan](#).

Minutes from previous meetings. [Ministry Meeting Minutes Archive](#)

[Join Zoom Meeting](#); Meeting ID: 825 8167 0394; Passcode: 487224; By phone: 309.205.3325

### Agenda/Minutes

**In attendance:** Christy Miller, Ray Santiago, Julie Roberts ,Paul roberts, Wendy Miller Olapade

#### 1. Opening Circle and Prayer - Rev. Wendy

#### 2. Review Agenda/Your Hot Topics

- a. Based on LC Recommendation to proceed with Sanctuary Ministry and Mission while we pursue Dynamic Merger with Hillside, and the need to prepare for Annual Congregational Meeting (June 24, 2023) we will entertain a motion to table ministry reports (#4) and other agenda action items #5 until after the Annual Congregational Meeting. *Paul Moves, Ray seconds, no discussion. Unanimous*

#### 3. Recurring Business Reports

- a. Approve Meeting Minutes - *Julie moves to approval all three, Ray seconds - no further discussion; unanimous.*
  - i. [2023.03.30 April All Hands Meeting](#)
  - ii. [2023.05.03 May All Hands Meeting](#)
  - iii. [2023.05.17 Special All Hands Meeting](#)
- b. Approve Treasurer's Report - [2023.06.07 YTD Budget versus Actuals](#) (QB Reconciled through April?) *Paul moves to accept, Ray seconds - Discussion includes below; unanimous approval:*
  - i. Can the Treasurer produce the Treasurers report so that we have a clearer picture of status at the time of the report (reconciliation, etc). Can it be pulled earlier in the lead up to meeting; take this off of the pastor's shoulder?Christy will check in with Erin. The treasurer's role is our largest volunteer task - with significant retailised work to be done, reconciling accounts, transferring \$, payroll.
  - ii. Brookline Bank may have more flexibility in electronic banking and allow us to give Staff access to some of these tasks, without giving access to signatory authority. Discuss with Erin a path to move more of the tasks to Charmaine.

#### 4. Ministry Updates / Reports - Tabled

#### 5. Old Business / Action Items - Tabled

- a. Stewardship Campaign(s)

- b. Parsonage Energy Audit
- c. Proposal for Use of Space?
- d. Elect officers - Vice Moderator, Clerk - [Bylaws Here](#)

**6. New Business / Action Items for Annual Congregational Meeting - Saturday, June 24 (9 am to 10:30 am).** *After review and discussion of all of the items below, Ray moves to recommend items (a - f) below to the Annual Meeting, Paul seconds - no further discussion; unanimous approval.*

- a. Propose/[Approve Call to Meeting, Agenda, and List of Reports](#) for 2023 Congregational Annual Business Meeting; issue no later than Friday, June 9 - reviewed agenda, no questions
- b. Propose/Vote on a LC Recommendation for a "Sanctuary As Is" Ministry and Mission Plan with a supporting budget, per [2023.05.17 recommendation](#) to pursue dynamic merger. NO further discussion.
- c. Highlights of [first pass of 2024 Budget Proposal](#) - impact to maintain Sanctuary "As Is" due to cost of things/ministry developments (compared to 2023).
  - i. Putting effort into dynamic merger, and the future - so maintaining, even reducing a bit is hopeful and helpful, maintain a budget to able to build and support what we have.
  - ii. Paul notes - Maybe a sobering status with UCF.
- d. Review of the remainder of the benefit package tabled at previous meetings: [Lead Pastor Compensation Worksheet Here](#) with 20% increase on all pieces of compensation and expenses; and Updated Medical Benefits reflecting actual decrease due to Medicare and 2023 Rates. Reviewed and noted.
- e. Propose recommendation [Lead Pastor Contract Extension](#) to 2025.
- f. Propose recommendation to extend Bylaw and Leadership Actions (item 4 on call to meeting agenda) from 2023.

**7. Annual Meeting Actions / Reports to be issued by Saturday, June 17**

- a. Typical Annual Ministry Reports 2023 - do these need to be implemented? Discussion and consensus that a summary only s needed with links to the website access; focus on the high level takeaways - minimize the details, what are the top 5 things to say about each of these things.
  - i. Pastor's Report - Wendy
  - ii. Moderator's Report - Christy (send example)
  - iii. Discernment Team Report - this is pointing the way forward and already done - our why, our driver to keep things going and work to merger.
  - iv. Mission and Ministries Report to include (Wendy)
    - 1. Worship and Messy Partnership
    - 2. Outreach - food, donations, OWL, am2pm
    - 3. Arts and Inspiration
- b. (4) DRAFT Annual Financial Reports 2022.07.01 - 2022.06.XX (based on financial status and dates of reconciliation prior to year end closing of books)

- i. Report of the Trustees - Paul
  - ii. YTD Financial Position
  - iii. YTD Budget Versus Actuals
  - iv. YTD Restricted Fund and Restricted Savings Report
- c. 2023.2024 Budget Proposal

## **8. Next meeting dates**

- a. **Coffee and snacks for Annual Meeting & communication plan.**
  - i. **6/08 - issue call email and text**
  - ii. **6/11 - Newsletter**
  - iii. **6/17 - issue email and text**
  - iv. **6/23 - issue email and text**
  - v. **Images of donuts and coffee**
- b. **All Hands Schedule (1st Wed, 7 - 8:00pm)**
  - i. July 5 - *Cancel for Summer*
  - ii. August 02 -
  - iii. September 06 -
- c. **Merger Process**
  - i. Team to develop model and process;
  - ii. Timeline as soon as we can manage - with Tom's parental leave
  - iii. Additional Resources Needed?
    - 1. Legal Counsel
    - 2. Third party to support the merger conversation, advising on the way - help with power differential
  - iv. Membership roles @ Sanctuary