

Minutes

Core Leadership Council (CLC), Wednesday, January 17, 2018, 5:15, Beacon

Present: Theresa deBoer, Rich Clark, Terry White, Carl Taylor, Rev. Kevin, Bill Towler, Dora Harrison, Amy Huntereece, Sue Strobel

- I. **Opening words, chalice lighting, and check-in**
- II. **Minutes** from December CLC were sent out in early January, 2018.
- III. **Follow-Up from the Board** – Dora noted that the board is working on streamlining communications minimizing emails; most discussion was related to Christmas functions; Bill Towler is working with Holly Taylor on rental agreement; **board is asking all committees to update charters by March 31**, after which the Board will review. The **format and guideline** for committee charters will be sent separately.
- IV. **Committee Education Moments** – to date we have had reports for the Committee on Shared Ministry, Building and Grounds, Caring Circle, Social Justice Allies, Congregation Vitality, RE and Community Action. **Bill will be presenting for Finance on 2/4, Worship Committee will be 2/25 (presenter tbd)**, and CLC will be last after the Charter is updated.
- V. **Proposals.** On behalf of the SJA, Sue Strobel presented a proposal to update our policies regarding emergency and safety preparations for Houses of Worship. Currently our policy does not address gun violence. In preparation, Sue had the Police Department tour our building. Recommendations from the experts are: connect with the local police department, which we have done; establish specifics on communication; be prepared; establish in-house task force to study; Train greeters and possibly an overall “marshall”; deal with disruptive person outside, if possible. There was a great deal of discussion of the needs and how the building project will address some of these needs. Sue will work with Carl and one of two others to pursue this issue. The CLC was amenable to the project and recommended Sue take to the Board. Members have a copy of the proposal (attached to agenda sent out last week).
- VI. **Responsibilities of CLC/Review of Charter** – Delayed from November and December. In summary, the committee agreed to update as follows:
 - A. Purpose. Delete first sentence; state purpose is to “facilitate communication between committees.”
 - B. Responsibilities –
 1. Committees report monthly via email prior to the CLC meeting
 2. Coordinate implementation and periodically review the strategic plan.
 3. Facilitate communication between committees
 4. Review (Vet) new projects and new ideas, from committees or individuals, prior to presentation to the board. If committees are sponsoring, committee chair or representative presents proposal to CLC.

5. Serve as a basic clearing house for coordinating the calendar; chair will possibly bring church calendar for the next three months to each CLC meeting; Committees will review calendar in their planning activities.
 6. Eliminate item related to growth and health
 7. Eliminate item related to guiding the congregation.
 8. Resolve overlapping activities and responsibilities ; identify any gaps in activities
 9. Eliminate items related to needs and aspirations;
 10. Think about the last listed responsibility of “conserving and stewarding the resources (the three T’s) of the congregation.”
- C. Leadership – ok; “vice president” is fine
- D. Membership – change “committee chairs are invited to attend” to something akin to “expected”.
- E. Reporting – CLC should report to the Board monthly; likewise Board minutes should be summarized for the CLC.
- Dora will put this into the form of a draft charter for review next month.

VII. Committee Reports

- A. Art - received a written report from Marcia that no committee is needed; artists’ work will stay up for two months.
- B. Building and Grounds – Theresa is the new project manager for the BET. Work on building slows down in winter.
- C. Building Expansion – Carl reported that reference to the Building Expansion should be changed to *Building Repair, Improvement and Expansion*. Reported that the BET (or BRIE) met on Monday evening, worked on time tables and set an open house to review floor plan on 2/11. Carol Hixson and Carleton will handle continuous communications. Cost estimates will be reviewed by mid-March. Stewardship and Capital campaign planning is underway. All sub-committees are working!
- D. Caring Circle –Jan Nelson would like company after putting down her dog, Pretty Girl
- E. Community Action Team – Rich – Three new community partners will be chosen for Feb, March and April, following Sun Sounds in January.
- F. Finance Report – Bill Towler reported that revenues are up in December and expenses are within budget. No problems.
- G. RE - Amy Huntreece reported that 15 middle school kids from across Arizona, three from Beacon, had a wonderful gathering this past weekend. Several congregants helped out and the kids loved the star-gazing.
- H. Social Justice Allies – Roz submitted a report. Terry reported that there will be UUJAZZ training on Sunday, January 21; reported some success with Sylvia Allen; group is working on the film series with dates and offerings being defined. Committee also supports Sue’s efforts to update Safety Procedures.

- I. Worship Associates – Rev. Kevin announced that a different committee member is the convener each month. Service associates are scheduled through April 29. Several good visiting speakers are lined up.
 - J. Stewardship – Rich/Steve. Rich is recruiting visiting stewards- as many as possible- each of whom will call on four units. He is asking that each volunteer be willing to attend a training session which will include how members can use stocks/investments for capital campaign pledge. Stewards will make pledges in March so a stewardship call is not required. April will be the concluding phase. Congregational decision is planned by June 10.
 - K. Note: any committee not listed was not represented at the meeting.
- VIII. **Adjournment.** Meeting was adjourned at approximately 7 p.m. As always, thanks to Carl Taylor for taking notes. Minutes submitted by Dora Harrison