

**Church of the Larger Fellowship
Board of Directors
October 28, 29, 2011**

MINUTES

Present: Lucia Santini Field, Stefan Jonasson, Ken Gross, Arnold Bradburd, Brad Greeley, Mark Gibbons

Attending by telephone for portions of the meeting: Alison Miller, Laura Jones

Staff: Meg Riley, Lorraine Dennis, Lisa Kielt

9:00 AM, Friday, October 28, 2011

Opening Worship – Meg

The staff presented a rebroadcast of the regular Sunday night worship service on Livestream.

Tour of www.QuestForMeaning.org

Lorraine and Meg toured the website for Board members and explained how the many new functionalities work. There is still much content and programming to be done, but the site will launch in November.

Beka Economopoulos from Fission Strategy, our consultant, joined the meeting via Skype to talk about the assessment tools that will be available on the new site. We will use Google Analytics to measure activity on the site, and the Customer Relations Management (CRM) component will hold all our data within the site. We have moved all our member data from Raisers Edge on the UUA server to the new server with QuestForMeaning. We plan to stop using Raisers Edge in a couple of months.

Board Goals Discussion – part 1 - Lucia

Lucia led a discussion of qualities of leadership that we hope Board members will bring to the CLF.

Board Solicitation - Lucia

With the staff out of the room, Lucia invited Board members to make their financial commitment to the CLF for 2012. Lucia will get the pledge cards to Lisa following the meeting.

Board evaluation, needs assessment and recruiting goals – Laurel Amabile, Chair, CLF Nominating Committee

Laurel Amabile, former Board member and current chair of the Nominating Committee led a long discussion of gifts, talents and goals for use by the Nominating Committee when recruiting members for the Board. Laurel will transcribe the notes from the discussion and share them with Board members.

Recess at 5:00 PM

Reconvene at 9:00 AM, Saturday, October 29, 2011

Finance Reports – Ken, Lucia and Lorraine

Fundraising - Since the Fundraising Committee met on Thursday evening and all Board members were in attendance, the Fundraising report was completed then. Lisa reported that contributions are still ahead of budget for 2011, though the congregational fundraising goal has not been met for this year. The generosity of the GA worship contributors and the challenge fund has made a huge impact. We are optimistic about the year end, but since so much of our giving happens in December, it is very difficult to forecast.

Operating Statements – Through September we are \$17,391 better than budget, with contributions \$7,517 ahead for the year. Ken reported that he is working with staff to report more detail on the balance sheet and operating income. He plans to increase communication regarding finances. Lorraine reported that the staff received 3% increases effective Sept. 1, 2011, and Beth Murray will increase her hours to become our third full-time staff person. Since the budget assumed that the increases would be effective on July 1, 2011, the board authorized a bonus in the amount of the July and August increases to each staff person, if the year end financial status allows it.

Motion (Lucia/Ken) Management is authorized to award bonuses in the amount of the July and August 2011 increases at the year end, to be charged in 2011. Passed unanimously.

Ken and Lorraine will work to clarify which accounts are cash and accrual, with the different categories identified on the operating statements. Ken will also work with staff and the Finance Committee to identify new ways to report grant income and consider how to manage a capital budget in the future.

The Board hopes that the Fundraising Committee will try to raise money as soon as possible for marketing the new website.

2012 Budget

A balanced 2012 budget was presented to the Board with the budget growing from \$585,213 in 2011 to \$596,703 in 2012. There is an increase over this year's budget in contributions of \$23,698, which will be a challenge.

Motion (Brad G./Mark) To approve the 2012 as presented. Passed unanimously.

Motion (Stefan,/Brad G.) To approve the budget giving management flexibility for variances. Passed with one abstention.

Investments Report – Lucia

On June 30, 2011, the ending market value of the endowment was \$2,011,907, with an increase of 101,871 since December 31, 2010 and a return of 5.3%. The equity allocation percentage is 55%. Lucia will be working with Cindy and Lorraine to confirm the reporting of activity in the endowment accounts.

Board Goals Discussion – Part 2 – Lucia

The Board discussed the future of the CLF in light of the QuestForMeaning.org and all the collaboration that will happen on the new site. Has the time come for the Board to bring in a consultant to talk serious about “going big”? The Board would like to hold a big event in the spring to launch a capital campaign that would raise money in 3-5 year commitments for staffing and infrastructure.

The Board will discuss this at a December conference call after Lucia talks with Terry Sweetser from the UUA Stewardship and Development Department. Rebecca Scott, from the Fundraising Committee could be a resource for this, as well.

Closing Worship - Stefan

Adjourn at 12:15 PM