Minutes Annual Congregational Meeting  
~ May 20, 2018 ~

I. Administration: President Christine Organ

Reverend Hilary read opening words at 11:25 a.m.

Christine Organ thanked everyone for attending the annual meeting. “It is an intentional act of commitment to each other.”

A. Establish Voting Eligibility: The right to vote is limited to those who have been members for 31 days and have paid a pledge or received an exemption

B. Establish a Quorum—20% of voting members

Christine reviewed the information projected on the screen. We need 58 people for a quorum. Everyone who could vote stood up and was counted, there were 85 voting present.

II. Announcement of Leadership Slate & Vote: Christine Organ

A. Board of Trustees -- vote on slate

Slate: President-Elect: Maryanne O'Dowd (1st year of 1 year term)  
Vice-President: duRee Bryant (1st year of 1st 2 year term)  
Trustee: George Motto (1st year of 1st 2 year term)  
Trustee: Karen Epps (1st year of 2nd 2 year term)  
Trustee: Jeanie Michalec (1st year of 2nd 2 year term)

Mike Gilley moved to approve the slate, Yvette Johnson seconded. The motion passed.

Continuing Board Members:

President: Christine Organ (2nd year of 2 year term)  
Secretary: Kathryn Hillyer (2nd year of 2 year term)  
Treasurer: Marcus White (2nd year of 2 year term)  
Trustee: Joy Simon (2nd year of 2 year term)  
Trustee: Kristin Huston (2nd year of 2 year term)

B. Endowment Committee – vote on slate

Slate: Laura Corrigan (1st year of 5 year term)

Matthew Briddell moved to approve the slate, Ken Sepos second. The motion passed.

Continuing Endowment Committee Members:

Bridget Toth (final year)  
Lois Phillips (4th year)  
Tony Pretto (3rd year)  
Christopher Hitchcock (2nd year)

C. Nominating Committee – vote on slate

Slate: Karen Noorani (1st year of 2 year term)
Cheryl Stephanopolous (1st year of 2 year term)
Jeff Phillips (1st year of 2nd 2 year term)

Jackie Dennison moved to approve the slate, Carol Bobbe second. The motion passed.

Continuing Nominating Committee Members:
Debbie Lee (2nd year of 2 year term)
Ryan Schaefges (2nd year of 2 year term)
Phillip Goldberger (2nd year of 2 year term, finishing term of Tim Reuter-Bowers)

III. Recognition of CCUU Staff: Christine Organ

Christine talked about how the staff goes above and beyond their duties, describing each individual’s contributions to CCUU and how they enrich our community. Recognized were: Laurie Lantz, Jules Jaramillo, Kathy Underwood, Alison Vernon, Janice Razaq, Reverend Hilary Krivchenia.

IV. CCUU Operating Budget for 2017-18: Marcus White, Treasurer

A. Review of Balance Sheet

Marcus explained the layout of the Contributions Income slide and the columns. They show the contributions as of April 30, 2018, compared to April 30, 2017, with the dollar change and percent change. Total contributions for this year are about $6000 ahead of last year.

Other Income: A little below last year, slightly higher than last year
2017-18 Outreach—both Outreach events (Time and Talent; Music with a Mission) brought in more than budgeted and slightly more than last year.

Building and grounds expenses were about $10,000 lower, because of delayed funding to capital reserve and lower electric bills because of the new solar panels. The Board did put a $2500 into capital reserve, which is not reflected on the slide.

Staff expenses were about 3% below budget, UUA dues above budget because the Board authorized payment of dues out of a surplus.

Other Expenses: Lower than last year and running below budget.

Bottom Line: Total expenses were 4% below budget, total income was 4% above budgeted. There is a $48,000 surplus at this point, that won’t be sustained. However, Marcus does expect a surplus at the end of the fiscal year.

Reinstatement: We could check the whole list.

B. Update on Stewardship: Dan Yokas

Dan said that many of us have a complicated relationship with money and spiritual issues. Our annual pledge drive is not simply about giving to Countryside to keep the doors open and lights on. It’s also because we need to give, to be part of something bigger than ourselves, that inspires us to be our best selves. This year the Stewardship
Team decided to spend their time and energy to remind folks that now is the time. They earmarked the first two weeks of February to remind folks, then return to our main focus of the church. Dan thanked everyone for their generosity. He also thanked Christine Organ, Marcus White, Laurie Lantz, and Greg Blus for their help on the Stewardship Team.

C. 2018-19 Budget Overview

Marcus White next presented the overview of the budget for next year.

1. **Revenues**: Budgeted pledge income is flat compared to last year, budgeted plate cash has increased slightly, as has facility use income. The net revenue from our North Property remains static.

2. **Expenses**: The total expenses budget for next year is $471,270, which is approximately $3,000 less than FY 2017-18. The budget includes a net zero impact to the budget from our outreach events and share the plate. Adding those in results in a total budget of $508,270.

3. **Expenses by ministry**:

   In calculating the budgeted expenses across the five ministries: building and grounds, church office, bank fees, mortgage, and UUA dues were divided evenly across the ministries. Outreach donations (Share the Plate, funds raised/donated from Time and Talent, Music with a Mission) were attributed 100% to Service Ministry.

   Each staff position was allocated across the 5 ministries in varying %s depending on role/responsibilities, with 100% of personnel expenses distributed across the ministries:

   - Worship: 30.5%
   - Study: 23.8%
   - Service: 18.7%
   - Kinship: 11.7%
   - Operations/Foundations: 15.3%

a) **Worship Ministry**:

   (1) Stimulating sermons that help to guide us on our individual spiritual journeys
   (2) Soul Matters Monthly Themes
   (3) Pulpit guests
   (4) Music as Worship: choir, instrumental music, sound meditations
   (5) Special Observances: Good Friday Tenebrae Service, Seder Observance, Christmas Eve
   (6) Member affirmations/spiritual journeys, child dedications, Senior High services
   (7) Special Programs: Caroling & Craft Party (in collaboration with Kinship & Study), Music with a Mission (in collaboration with Service/Outreach)

b) **Study Ministry**:

   (1) Active Religious Education classes for children and youth
   (2) Faith In Action Service learning to actively support our Outreach Partners
(3) Multigenerational Services (in collaboration with Worship Ministry) once/month

(4) Our vibrant Young Adult Group (20s-30s) meets regularly for discussions, gathers for social activities, and participates in service projects, including Sunday hospitality teams

(5) Adult Programs: Poetry Group, Agnostic-Humanist-Atheist Discussion Group, two book discussion groups (non-fiction & fiction), Open Forum Discussion, Buddhist Study Group, Turning Points in UUism (new), Journey Adult Faith Development retreat

(6) Family Ministry Team

(7) New: Family Ministry events once/month to which the whole congregation was invited

(8) Soul Matters Monthly themes and Full Week Faith
c) Service Ministry

(1) Meals for PADS
(2) Fair Trade Sales
(3) Supporting local families in need through collections for: Palatine Township Food Pantry, Palatine Township Holiday Gift program, students in need at the two Palatine high schools through Palatine Faith-in-Action
(4) Share The Plate
(5) Fall-Winter Farmers Markets
(6) Organic gardening plots
(7) Outreach Fundraisers: Time & Talent Auction, Music With a Mission
(8) Sustainable Energy Expo
(9) Completion of the Solar Panel Installation
(10) Hosted UU Justice workshop in conjunction with UUANI and UU Prison Ministry of Illinois
(11) Poor People’s Campaign/40 Days of Action
d) Kinship Ministry

(1) Transitions Group for retirees and upcoming retirees and its spin-off groups: Memoir Makers writing workshop, Great Books Discussion Group
(2) New: Movies with Meaning connected to the monthly ministry themes, sponsored by Soul Connections
(3) Membership Committee: Intro to CCUU orientation sessions, Path to Belonging classes
(4) New: Pathfinders, helping to connect new members to congregational life
(5) Hospitality Teams (greeters, ushers, AV assistance, coffee hosts)
(6) Circle Suppers
(7) Covenant/Affinity Groups, e.g., Feminine Divine Women’s Group
(8) Compassionate Communication for Resolving Conflicts
(9) Social Events: Ingathering Potluck, Seder, Caroling & Craft party (in collaboration with Worship & Study Ministries
e) Foundations/Operations

(1) Aesthetics Task Force (helps coordinate interior painting, artwork, storage organization)
(2) Communications and Website
(3) Grounds upkeep
(4) IT/Tech and Audio/Visual support, equipment
(5) Facilities, including maintenance of our Capital Replacement Schedule

4. *Proposed Budget*

President Christine Organ reviewed the proposed 2018/19 budget, showing comparisons with previous years and the amount line items were higher or lower. She pointed out on the expense side electricity will be lower because of the full year’s use of the solar panels.

She explained that one way we made adjustments was to move things from the budget to the reinstatement list. Even though many people actually donate more than they pledge, we must work with what is pledged in developing the budget.

She then explained how our personnel salaries are actually lower than they should be—all positions are below the UUA recommended mid-range salaries. We couldn’t move completely to mid-range, so we moved a little, then added more to the reinstatement list. Items on the reinstatement list are not cuts, but delayed expenses. We have to work with the information we have now in planning the budget. For 17/18 we will be able to complete almost or all of the list.

D. *Discussion and Vote on 2018-19 Operating Budget & Reinstatement Schedule*

- (in the comments CO=Christine Organ)
- Lisa Bohne—the red is proposed, does it include what we hope to pay or not? CO—no, it is not included.
- Mary Johnson—The total personnel is 1.5% higher than last year. Does that mean we can do something for our staff? CO—we made a very small increase.
- Mike Gilley—Since Jules is departing that leaves a vacancy short term. Will the board be looking at how to move all the remaining positions to mid-range? CO—when we prepared the budget we prepared for the positions. As a first step, Kathy Underwood would move to acting DLRE. We are now looking for an assistant. We intend to fill the positions as soon as possible. The Board is looking at how to bring the staff to midrange and also making a thorough assessment of the RE program moving forward.
- Mike Gilley—What takes priority: replace Jules with someone with a similar set of credentials vs. bringing them up to mid-range? CO—the first priority is to fill open positions.
- Reverend Hilary Krivchenia—Since Jules made her announcement we’ve looked at many options. Should we get someone less qualified who would be less expensive? Because it’s only one year, we have to think about the future. We’ll leave no stone unturned.
- Ken Bobbe—We keep quoting mid-range. What does that mean? UUA has their own way of developing this. Is it mid-range for urban? Suburban? Mike Gilley—they have salary guidelines based specifically on Palatine (Deerfield and Elgin are Geo index 4 also) Based on size and location. Reverend Hilary—because we’re currently below midrange when we go into search we have a problem. We want to fall in a category called “fair compensation,” but we are below that. We look at positions to be competitive.
- Rem Stokes—We moved into the building in 1993. This is our 25th anniversary. I hope there’s money in the budget to have a lollapalooza of a party for our 25 years.
• Ron Vargason—Are you looking to fill Acting RE position? CO—We are looking to immediately fill the RE assistant position. Kathy has been offered the acting position. We are looking to fill the DLRE for 2019-20. Ron Vargason—Does that mean Kathy would then be bumped back to assistant? CO—some of the issues are confidential to Personnel, but all parties were pleased with this option.

Matt Bridell moved to call the vote, Jackie Dennison seconded. 73 members voted to approve the budget.

VI. Moving Forward: Christine Organ

A. Reaching full potential and responding to needs of the times

This year’s events/projects were: Solar Panels, Sustainable Energy Expo, 40 Days of Action
Being able to continue this type of thing depends on adequate staffing and robust volunteer engagement

B. North Property – Where do we go from here?

1. The property was purchased in 1996 with cash raised. There is no mortgage on the property.
2. CCUU is immensely grateful for the foresight and financial contributions of members, including Rem Stokes and Martha Atherton.
3. In 2012 a committee was formed to consider possible uses for the North Property and determined there were not needs or volunteer resources available to make use of the property aside from its use as a residential rental property.
4. In 2016 those findings and recommendations were confirmed.
5. In 2017 the Board explored the possible sale of the front half of the property to pay down the mortgage and fund upcoming capital expenses. There were multiple Town Hall meetings to get congregational input. Based on the feedback, the Board determined that a sale of the property in the short-term was not realistic.
6. Proper and best use of the North Property continues to be an issue of ongoing consideration.
   a) Mortgage due every 5 years
   b) Capital expenditures, including roof over the RE wing and parking lot.
7. Currently: occupied by long-term tenants, minor repairs needed, ongoing and consistent landlord tasks
8. North Property Task Force
   a) Act as liaison with the tenants
   b) Work toward resolving some of the ongoing questions associated with our use of the North Property.
9. @ $150000 of expected expenses over next 5 years, including roof over RE wing

C. Board Goals and Direction

1. Christine Organ shared the Board of Trustees Goals and Direction for 2018-19. They are largely the same as 2017-18.
   a) Making social action and community engagement part of the individual spiritual journey.
   b) Becoming a transformational source of spiritual, personal, and intellectual growth for members of all ages.
D. **Top priorities**  
(Christine Organ shared additional points with the congregation.)

*Fair compensation for staff*

a) Current budget based on filling all necessary positions, including DLRE and LRE Assistant  
b) Adjustments to benefits required to qualify as “fair compensation” congregation  
c) Comprehensive assessment of our Lifespan Religious Education Program as part of search process  
d) Current staffing levels are nominally adequate for current membership, but don’t necessarily support growth  
e) Ambitious but attainable goals for increases financial contributions and volunteer engagement.  
f) **WE’RE ALL IN THIS TOGETHER.** It is important to live our values within CCUU.

We’re also doing a sort of reset group looking at the RE program, asking the RE families what type of DLRE would best serve our community. We also need full engagement from the entire community, not just financial but also volunteer opportunities.

2. **Being Poised for growth**

Christine Organ: We have good news to share with the community. We want people to come and to stay. We want to thrive and grown. Your time and energies are treasures. How can we use our volunteer resources to fill in gaps? We are developing a list of things for volunteers to help with. We’ll be sharing that information shortly. We can’t do without adequate staffing.

3. **Questions:**

- Ron Vargason: has the tax law change affected us any way? CO—People have shifted how they’re making their pledges. Other than that, I don’t know. (Mike Berry repeated the question for the group.) C—some paid their pledge for the next year in the last year.  
- Mike Gilley—could you describe for the congregation what the goals for benefits for the staff are? What do we have now and what is it supposed to be? CO—We’re slightly below in salary, the real gap is what we’re providing as benefits. It’s substantial and is a multi-year project. I can’t answer all that today.  
- Mike Gilley—are there health benefits provided now? CO—yes.  
- Reverend Hilary—We are where we are. We can aspire in many ways, and stretch, and I believe in this congregation’s ability to do that. We’ve made many changes in the last 10 years, but this will probably be a gradual process as well. We do have a bit of a distance to stretch to reach fair compensation.  
- Rem Stokes—(Described Motorola’s benefit program, where people were given $600 for medical expenses and if they didn’t spend it all they got to keep the left over.) He proposed doing the same thing here.

**VII. Presentation by Committees**

A. **Endowment Committee: Lois Phillips**
The committee is here to create a legacy for the long time survival of the church, over and above the annual pledges. It was re-established in 2014 with a gift from Wayne Stein. It now holds over $68,000. In 2016 it was moved to a brokerage account. We are embracing socially responsible investing whenever possible. For now, we are just trying to grow it. Legacy gifts from a will are the first thing people think about, but gifts are welcome at any time, in any amount. Doing something lasting in the name of someone special is the thing. In the past year $315 was donated by members and friends. Yes, friends can also make donations. It can be to celebrate an anniversary, a birthday, to recognize something someone else did for the congregation. How to donate? Contact the church office and they’ll walk you through the process. Consider right now how you can contribute.

B. Outreach Steering Committee: Mike Graves

1. The function of OSC is to channel CCUU talents and passions in support of other outside organizations that address and share our Unitarian Universalist values and principles as deemed to be currently most important and relevant by the congregation.
2. The contributions are a record—over the last 4 years we’ve raised over $100,000 for our service partners. OSC also added donations to CCUU the past 2 years.
3. Time and Talent raised $31,022 and Music with a Mission raised $2,044. Donations were made to our partners: Partners for Our Communities ($9,416), Interfaith Committee for Detained Immigrants ($10,725), Faith in Place ($7,650), and CCUU ($5,275).
4. OSC also sponsors other activities: Service Partner Exposition (so they could share with one another what they do). Also held 6 focus groups.
5. Conclusions from focus groups: 3 Partner Groups is the optimal number, areas of focus (environment, human rights, poverty), the relationship should be indefinite. They recommended to keep our same 3 service groups for next year.

VIII. Recognition of Outgoing Leadership

A. Board: Mike Berry and Peggy Simonsen
   Christine Organ gave gifts to them in appreciation.

B. Nominating Committee – Jessica Gardner, Bruce Bezella

C. Endowment Committee – Kay Gredell

IX. Closing Words: Christine Organ, Rev. Hilary Krivchenia

Board President Christine Organ read a poem in closing. Reverend Hilary said a few words, including: “You are all appreciated and this whole congregation needs to look at one another in a spirit of appreciation.” She also read a poem in closing.

X. Adjourn: Christine Organ
Alan Greenland moved to adjourn, Mike Gilley seconded. Adjourned at 12:40 pm