

Olympia Unitarian Universalist Congregation
PROGRAM COUNCIL

May 17, 2011

Summary

Present: *Mikel Young (Finance,)Barry Zickuhr (Committee on Ministry); Evelyn Greenberg (Community Building);Michelle Hendrickson (Communications Cluster); Anita McIntosh (Worship Cluster); Douglas Mackey (Social Justice Cluster); Pat McLachlan (Space Resources Cluster); Linda Crabtree (Congregation & Membership Cluster); Arthur Vaeni (Minister); Christine Parke (Chair); Sara Lewis, R.E. Director; Darlene Sarkela, Church Administrator,*

Not represented: *Stewardship*

Guests: *Bonnie Guyer-Graham, Leslie Romer, Pam Davidson*

After opening words and check-in, the group approved the summary of the March 17, 2011, meeting as distributed.

Camp Quixote: Arthur said that OUUC would probably host Camp Quixote this fall from September through December. He raised the possibility of having them in our parking lot instead of at OTW for two reasons: wet ground by OTW and better possibility of providing hosts for camp. Having Camp Quixote would raise a number of issues, including parking problems, unhappy neighbors, resident accessibility to church bathrooms and shower, and losing prime handicap-accessible area.

Some ideas to address problems:

- Have a parking attendant to help with traffic
- ask people to park in school lot with a shuttle van

This will need more discussion – Cluster reps should ask committees about concerns and advantages of this new location for Camp Quixote.

Budget process...Pam Davidson described the usual budget development project:

In June, Treasurer calls Committees to develop budget requests, which are due end of August. Pam compiles the requests and justifications and takes to board. In December the Board balances the budget requests with canvass income.

This year the Board supports combining Stewardship with Capitol Campaign kickoff first of October. This means the timeline needs to be moved up. Committees need to start budget work NOW, with a budget submission by end of July.

Budgets are built based on the vision and strategic plan set by the Board. Committees can review their “mission” found on the web site. Based on their mission, the Board’s vision, and their current work plan, committees can develop a workplan for 2011 and build a budget request

based on work activities. Program Council role is to coordinate, enhance, and facilitate cost savings. Working in clusters can strengthen or justify actions.

Tentative timeline: Committees/clusters created budget request by end of July, PC review requests end of August, requests to Board by September, then ready for canvass. Pam volunteered to return to future Program Council meetings.

Committee on Ministry – Barry Zichur noted that above discussion ties in with COM goal planning. In the past COM performed annual goal settings, but now up to PC with COM assistance. COM will continue to do monitoring and assessing. Board develops vision, strategic plan and long term plan. Board has developed congregational outcomes, which will serve as a guideline in committee goal development.

Barry noted a contradiction re: intent of COM – he will discuss with Steve Tilley, who is working with Board policies.

Access to workroom – There are only a few committee chairs currently who need access to the workroom, and copier, in the evenings. Darlene will see about having a combination lock put on the door, so combination can be changed as needed. If this is not feasible, she will investigate alternatives.

Informational update – Darlene reported there have been 120 responses so far, 38 of these on the web site. Her first sort is to be sure all are on announcement and newsletter lists. Comments on the forms are passed on to Minister. Process seems to be going well. She will send out direct emails if necessary.

Building expansion

Executive Team approved the architect start on the schematic design. The Space Committee has ten members and will meet for first time May 23. Space Committee wants to report to PC regularly. Communication about this project should be included in blog, newsletter, everywhere!

Calendaring and announcements

- May 22 - carfree Sunday.
- July 19 – Program Council meeting
- July - RE will be running summer day camps. RE wing will be fully in use July 18-22 in morning; July 25-29, 8:30 to 3:30.
- August 16 – Program Council meeting.
- August 17-31st. Youth group will be going to Partner church in Kissolymos
- June 18 & 19 - Global days of listening

- October 2nd annual dinner. It was suggested to have a Program Fair at that dinner, with booths to describe committee purpose and function. Cluster reps should ask committees about it.
- October 8-9 or 23-24 - NW UU Activist Summit

UU Growth Lab

UUA opened an office on strategic growth, which lives on Facebook. Tandy Rogers from PNWD will be the strategic growth specialist. Open for all to join. The focus is primarily on media - a place to share ideas to grow congregations, to ask questions, to share discoveries. Lots of ideas make it hard to keep up. Does OUUC need a growth committee?

Nursery policy – Sara said the draft policy (distributed) has been well accepted. Discussion about more specific requirements for "tidy", "clean", "supervise". for legal reasons. Sara will add specifics. Distributed policy, with Sara's expected specifications, was approved by Program Council. It will be posted on web site.

There was discussion about operational policy, versus Board policy, and where these should be housed/communicated. All policies are currently under review, as part of shift to new governance.

Posting of Welcoming Congregation and Green Sanctuary certificates

The Transition Council created signage policy restricting materials to be posted in the Commons, especially, in order to maintain a clutter-free and serene environment. There is a feeling that above two certificates are such important statements of OUUC values that they should be prominently displayed. Various locations were suggested. There was consensus that these two certificates could be posted in Commons, and Council charged Pat McLachlin and Leslie Romer to find an appropriate place. Doug Mackey volunteered to help.

It was also suggested, and agreed, that explanatory information needs to be posted with the certificates, so that new members and visitors will understand the history and meaning of the certificates.

Evaluation of meeting

- More materials ahead would make meeting more fruitful. Discussion can be on action..
- Use Google groups for discussion, and meeting time for actions.

Submitted (*thanks to great notes taken by Michelle Hendrickson and Linda Crabtree*) by

Christine Parke

Chair