

# Olympia Unitarian Universalist Congregation

## PROGRAM COUNCIL

September 20, 2011

### Summary

**Present:** *Barry Zickuhr (Committee on Ministry); Wendy Endress (Family Ministry); Evelyn Greenberg (Community Building); Michelle Hendrickson (Communications Cluster); Lorrie Eaton (Worship Cluster); Jim Lengenfelder (Space Resources Cluster); Linda Crabtree (Congregation & Membership Cluster); Bonnie Guyer-Graham (Connections); Christine Parke (Chair); Sara Lewis, R.E. Director; Darlene Sarkela, Church Administrator, guest Kelly Thompson (Board President)*

After opening words and check-in, the group approved the summary of the July 19, 2011, meeting as distributed. .

**Budget:** Kelly Thompson, Board President, reported on budget requests update. Preliminary budget requests were 15% higher than last year. OUUC can usually expect 5-8% increase each year in budget; this year the targeted increase is 9%. Personnel shows the largest increase. To meet UUA guidelines for personnel of a church our size, the increases will be phased in over a three-year period. Worship Arts shows an increase to accommodate need for speakers.

Communications shows a big reduction in the amount requested; this was done to reflect elimination of telephone ads. Michelle Hendrickson noted that no other committee took such a big reduction. She also believes that telephone ads were already eliminated from budget request. This will be checked out.

Jim Lengenfelder noted that Building and Grounds is now using building reserve fund for ongoing operations, rather than for special needs. Building reserve level is at \$67,400, with no contributions this year.

There is a question about work orders; how should B&G respond? For instance, there is a request for an office for Troy, cost \$3,000. What budget does this come from – music or B&G? If B&G, how are these costs reflected above maintenance? The question was raised if Program Council should mediate priorities for the work order budget. B&G should not have to mediate bigger program issues while carrying out their mandate for building maintenance. B&G wants to respond in a positive way, with a priority on health and safety.

Chris said she would find out about budget and finance policies to help solve B&G questions. The issue needs a bigger discussion; now that we are growing, how do our budget and expenses balance with our priorities.

Friday evening congregational meeting will present budget crafted by the Board. The Board is seeking comments on the proposed budget.

**Committee on Ministry:** Barry Zichhur noted that we've been working on old goals for a while. The goal setting process is impacted by new governance cycle. The Board will need to start setting five year goals again. COM will be involved as auditor for the process. Now Executive Team is tasked with working with committees to set annual goals.

Committees were asked to create a straightforward work plan for 2012 to show how each will spend allocated money, with a calendar for work products. Work plan will show major activities, and attached costs. This document will not only be helpful to inform the committee and Program Council during 2012, but will also help prepare goals and budget requests for 2013. Chris offered to help committees with this effort.

## **Cookies:**

The kitchen budget has been stretched, and one factor is that coffee is used for events and meetings, outside of Sunday services. Another factor is the purchase of cookies to accompany coffee after services. It was proposed that committees be asked to sponsor a Sunday's cookies and provide them. Some Council representatives felt that if cookies were an important part of the Sunday experience, then they should be paid for out of the church budget. Some felt that cookies should be eliminated, while others expressed concern that this would look unwelcoming. One partial solution is to have a donation can to help pay for snacks. Some felt this would send the wrong message to members and guests.

No final decision was reached by the Council.

**Parking:** Ginny and Jerry Smith reported on new activities to help direct parking. They reported that two people are needed each service, and it is hard to find people to sign up. People are not interested in signing up for regular monthly assignments. The people who have done it report being busy and needed.

Some people still park on the street, while there are spots available in the church parking lot. We need to communicate, especially with those who have physical limitations, that we want them to park in the church lot. How do we do this?

**InterFaith Works OUUC representative:** Due to time considerations, this issue will be handled via email with Program Council representatives.

**Camp Quixote update:** It was reported that wiring in the camp and appliance connections are causing some problems, and more electricity is being used than in previous years. People are working on solving these issues.

Camp has been peaceful and clean; members are impressed with how tidy everything looks. There have been complaints from some neighbors about noise in the evening, as camp members watch tv and talk. Camp members will be asked to decide how to address this and respect neighbors' concerns.

It was noted that Sunday dinners are going well.

**Evaluation:** Meeting needs cookies! Also, Council needs more discussion before meetings via email, about agenda items. Some are unclear what Program Council does or what to bring to the group.

**Calendaring:** Due to ongoing conflict with InterFaith Works third Tuesday Program Council, this OUUC Program Council will start meeting on first Tuesday of every other month. Next meeting is November 1.

Submitted (*thanks again to great notes taken by Bonnie-Guyer-Graham*) by

Christine Parke

*Chair*