

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

When: THURSDAY, 31 March 2016

Time: 9:00 AM EDT

Where: KOPMCC, Saint Petersburg, Florida

In attendance: Rev. Dr. Nancy Wilson, Sarah Jane Ramage, Rev. Onetta Brooks, Rev. Clinton Crawshaw, Raquel Benitez-Rojas, Barb Crabtree, Jack Hutter

Absent: Kareem Murphy

Nancy opened the meeting with prayer and communion

Catch up: Everyone shared what has been happening in their lives

Agreement re: voting, quorum, and any other adjustments for members in attendance

Voting – quorum of 5 to start meeting

Simple majority for any voting

Motion – determined by those present

Will send email to Kareem to vote with a same day response.

Kareem can contact SJ

Transparency at time of issue – creates an environment of trust

Clarity of ground rules going forward

Need to know before leaving meeting on Saturday for all decisions

Commission on the Statement of Faith (Rev. Dr. Candace Shultis, Chair)

Only thing to be voted on is Statement of Faith on version 3.0

May be a few more tweaks on supporting documents

In doctrine section A, vote to replace with Statement of Faith

Vote to replace with SOF

Vote to remove from bylaws

Create addendum to bylaws as to where it will be housed

Will be located on the fellowship (MCC) website

Belongs to General Conference

Who we are – SOF

Page 21 – historical text that has shaped MCC identity

Another piece will be going out with 3.0 with opportunity for feedback and Q&A

Includes a little of old SOF

Comments included:

Onetta – “Come taste and see”

Raquel – Powerful, “diversity build community”

SJ – likes “our chapter begins with”

Language makes it more universal

Barb – in awe of how it was distilled

Clinton – very clever and very powerful

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

At General Conference:

CSOF will be on Forum agenda Monday, 4 July for 45 minutes in afternoon
5 July in afternoon during Business Meeting – 20 minutes
All members can be there – vote at the end

Governance Committee Report: (see .ppt on google drive)

GBNC –send acknowledgement
Don't approve it, just accept it
Receive report – names not provided
MNC – pause lifted
Moderator Candidates' Webinar rescheduled for 13 April at 4 pm EDT
GB Policy Handbook is in google drive

Motion #1

Motion by Clinton - Move to accept the "Complaints about the Moderator" process for inclusion in the GB Policy Handbook (new Policy 21).

Seconded by SJ; Ayes: all present; No: Kareem (by email); MOTION PASSES

Bylaw Proposals @ GC – total of six (6)

Four editorials: paragraph renumbering, removal moderator paragraphs from Elder section to Moderator section; aligning section;
MNC – members increase from 3 to 5 with an alternate
Commission on Statement of Faith (see ppt slide) – will write instruction

Motion #2

Motion by Raquel - Move to affirm the six bylaw changes (4) editorials; (1) MNC to increase from 3 to 5; and (1) - SOF bylaw to move Article III.A to replace SOF with new Preamble and then move to Addendum 5.

Seconded by Clinton; Ayes: all present; No- Kareem (by email); MOTION PASSES.

Consent Agenda

Motion #3

Motion by Onetta – Move to accept the consent agenda items: 1) Minutes of the February 25, 2016 Meeting, and 2) Moderator Report for March 2016

Second by SJ; AyeS: all present ; Abstain- Kareem by email; MOTION PASSES.

Moderator Transition/New Moderator Installation

Transition Document – Transition Team members are Clinton, Lauren, and Barb
Has become primary contact for National Cathedral
Date is 15 October 2016 at 11 am – need to be out by 2 pm

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

Cost is \$6,500

What happens following installation?

Talk with Mark Kornmann and Dwayne Johnson

Work through GB and SLT meetings – before and after

GB/SLT meetings are budgeted items and will be paid for out of budget

COE travel in budget for 2016

Looking for additional funding for dignitaries (e.g., Troy)

Seek donation from A.G. Smith as sponsor

Clinton will pursue available space

Nancy will be paid through October

New moderator will start to be paid on October 1st

Team needs to get together soon

Seek Echo America as a possible sponsor

The GB will be almost entirely new and needs time for training

It is a lot to have joint meeting built into meeting

Joint time on Sunday afternoon is possibility – not as a retreat

Relationship building necessary between GB and SLT

Need to figure a way for them to get together

Need to have more overlapping teams

Put on agenda for July meeting

Get a representative to SLT for joint relationship building

New moderator needs to be involved

Identify a GB and SLT member to work together

Have a dinner with discussion

Put concept into plan – not specifics

How will GB operate between July and October?

Decide on Vice-Chair, Treasurer, and Secretary after election – fill out rest later

Bank signer cards need to happen at October meeting

Installation worship service – Roland Stringfellow will have had GC experience, but new moderator can make decision

Support them but give latitude to input/change

Standardize installation service going forward

Can tweak at new moderator's discretion

Clinton to speak to Roland to come up with ideas

Nancy willing to help transition team

Look at old bulletin to see who did what

Press coverage – Linda and Ann Craig

Get update from Linda

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

MOTION #4

Motion by Onetta - Move to authorize \$6500 for cost of Washington National Cathedral space reserved. Additional fundraising will commence to cover other installation expenses.

Seconded by Raquel; Ayes: all present and -Kareem (by email); MOTION PASSES.

When committee is re-established it should take some work off of Lauren
Add "Parking Lot" to future regular meeting agendas
Have to think of how new GB members get on boarded
Not good to have Nancy's imprint on new GB
What is her role in the interim?
Consult with moderator elect last two months
Unintended consequences by having installation in October
Incoming moderator invited to attend Virtual GB meetings before installation
Invite moderator and GB candidates to participate in GB meetings prior to election (May/June)
In April current GB to buddy with candidates
Opportunity for questions via email not during GB meetings
Raquel will coordinate with GBNC and work through details re: inviting them. [Onetta to invite MNC]
May and June is the preferred timeframe
Moderator candidates need to be made aware of finances
All candidates must have equal access

Assessments (big picture conversation) -

Rates
The Way system is perceived
Ability to pay
Underlying financial distress with churches
Don't have system and resources with assessments
Don't have consistency of response
Lose rights to vote
Have given GB awards to churches that have not paid
Have new elders coming from churches who have not paid
Three areas:
 How do we get more consistent response to start implementing?
 Work with OFLD and OCLH to have dialog
 Look at resources to do assessment monitoring
Assessments should continue at current level
Discussion about 10%
205 churches monitored
113 reporting at 10% or more
Not reporting – 25 in Ibero America

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

Going from 12% to 10% - \$150k impact
Four churches giving at or above 12%
Concern that data has sufficient inaccuracies that it cannot be monitored
Need a data base solution not a spreadsheet
Need to have a more accurate method
Staffing challenge – has to be simple so can change
Too many one on one situations
Assessment system needs to be changed
Consider changing definition of income
Benefit that is received – voting privilege
It is not affordable for small churches to send lay delegates to GC
When churches don't pay, MCC acts as their lender
Need a commission to come up with a new solution
Make visible what alternatives are
What is the best step forward to get stability?
At conference define “elephant in the room”
Comprehensive look at why we have the system we do
Not about survival or having a problem we can't fix
Maybe take a survey
Have conversations
As fundamental as the Statement of Faith
Propose Article 9 B-1 of Bylaws – define what exempt funds are
Remove language from bylaw and move to GB Policy Handbook
Would be no change to anything
Statement should not be in bylaws
Becomes a decision of the GB
Ask GC to approve commission of a task force to evaluate and come up with a solution
Commit to GC that will not vote on it without bringing it back to GC
Articulate clearly “We hear you”
Have an adult, mature conversation – “kitchen table”
Not top down
Seek applications for commission
Tithe rate to go down to 11.5% next year
Goal is to get to 10%
Offer rewards to pay at rate and on time
Free registration or OFLD course
Have to have speedier data for commission to work
Need churches to comply with how data is sent
Don't wait for GC – start now
Take signature box off of form
Form needs to be overhauled

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

Not looking at each Sunday's attendance
Only looking at total divided by number of Sundays in a month
Facebook doing live broadcasting
Do new form and show it at GC – ask for feedback
Cultural shift on church attendance
Publish in program book for conference – Thank you for giving at or about 12% (list churches)
Conversation with SLT about giving awards to churches in arrears – and don't have an agreement or not honoring agreement
Have a joint SLT/GB meeting before conference?
Put on SLT agenda about awards, clergy license renewal
"Access" solution needs to be looked at
Build a system that starts at a given point in time
Make sure historical data on current system is as accurate as possible
SJ – write document to set up a commission, timing, and bylaws
Look at date base type solution and someone to do it
Launch campaign to complete and submit assessment form electronically
Nancy mentioned SLT discussion about consistency with churches that have fallen behind on assessments and awards
Bylaws revision article 9B1
Will ask Lauren to add a page in program about churches giving 12% or more, and about filling out form electronically with signature box removed – goal is April
Nancy will follow up with churches still in conversation about agreements
BOP asked GB to support them in increasing rate at GC
Currently have a fully funded scheme, but going forward needs to be increased
Mechanism about chaplain
Rate hasn't been changed in 20 years
Not proposing increase to benefits at this time
Will have to be in GB report and be a motion being brought forth on BOP behalf
Have to have time in forum to discuss
Make it a virtual vote – webinar for US churches
Suggest it happens in September

Motion #5:

Motion by Raquel – Move to authorize a special meeting of the USA churches to vote on the BOP proposal for rate increase. To conduct a virtual meeting webinar with staff support and special virtual vote in September 2016.

Second by Clinton Ayes: all present. MOTION PASSES

MEETING RECESSED – GROUP DINNER.

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

When: FRIDAY, 01 APRIL 2016

Time: 9:00 AM EDT

Where: KOPMCC, Saint Petersburg, Florida

In attendance: Rev. Dr. Nancy Wilson, Sarah Jane Ramage, Rev. Onetta Brooks, Rev. Clinton Crawshaw, Raquel Benitez-Rojas, Barb Crabtree, Jack Hutter

Absent: Kareem Murphy

MEETING RESUMES...

SJ opened with prayer

Financials

Incorporating Founder's contract; added to Balance Sheet as a liability

Open years begin with 2011

2011, 2012, and 2013 will be closed

First time reflected is 2013

Had bookkeeping before, not Financial Statements

Once audit report is final – report will be source

(See Barb's PPT (on google drive) re: liability on contract)

Liability recorded at value of new contract

Has impact on annual expense and income

\$50K must be treated as expense

Will show \$25K over budget all this year

(See SJ's email with spreadsheet)

SJ has drafted narrative to go with spreadsheet to be shown at GC

Created in 2005 – re-evaluated

Auditor changed accounts receivable

Recognize grant as deferred income

Accounting procedure moves it

Auditor moved pension to remove P&L impact

Webinar on Finances would be helpful to clarify

Need to resolve – Fixed Assets, Depreciation, Post-retirement Benefit Obligation, and Unrestricted-Undesignated

Will report 2014 & 2015 online

Inventory should be things to sell not thing we have (tables, chairs, desks, etc.)

Unrestricted Designated is operating reserve

Recommend on monthly financials to do summary which shows this

Webinar and Forum important –

Old reports made it look like had lots of money which we didn't have

Correcting this now

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

Updated in 2016 (see ppt)

Expense – Payroll 99%; All other expense 82%, Retirement Payments 200%

All other expense will increase a bit getting into GC

Income – Assessments 116%, Moderator Circle 75%, Other 83%

Well aware of watching and taking action

Moderator Circle below 2015 level

Giving through solicitation process

No major donor gifts in 1st Qtr

Working on a new planned giving process

Process of onboarding major donors with new moderator is being addressed

2015 staff reduction impact

Settling into new roles

Accounting & Finance operation not yet aligned

GC workload is ramping up

Finance Committee meeting this past Monday

They've seen all years

Understanding and on board

Have seen reports

Don't want to approve 2014 & 15 at this meeting because just got them

Barb is leading meetings because of treasure vacancy

SJ and Kareem need to put leadership into team because they are GB

Doug Berger – appointment as additional committee member

Onetta suggested re-evaluating non-GB members on all committees on an annual basis

Things that need to be done need to be spread out among all members of committee

Motion #1:

Move to appoint Doug Berger to the GB Finance Committee

Moved by Raquel, seconded by Clinton; all ayes present and Kareem via email: MOTION PASSES

Motion #2:

Move to remove Bill Hooper, Carol Trissell, Gail Rissler and Robert Griffin as signatories on all MCC bank accounts.

Moved by Clinton ; seconded by Raquel; all ayes present and Kareem via email: MOTION PASSES

Recommendations of Auditors

Prior year significant deficiencies

- 1) Segregation of duties – recommend a GB member look at bank statements
- 2) Credit Card Expenditures – need formal policy updating Accounting Procedures Manual.

Need to review with Finance Committee

Write on each receipt – Who, charged where, reason

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

Current deficiencies – Post-retirement Benefits

Prior year deficiencies – Old checks not cashed, process for tracking assets

Have saleable items- Troy's books need to be accounted for

Motion #3:

The Governing Board directs the staff the implement process for 1) tracking of assets and 2) credit card expenditures deficiencies identified in the audit report, UFMCC Draft Board Conduct Letter. Moved by Onetta, seconded by Raquel; all ayes present and Kareem via email: MOTION PASSES

Motion #4:

The GB directs the Finance Committee to address the segregation of duties deficiencies identified in the audit report, UFMCC Draft Board Conduct Letter. Moved by Onetta; Seconded by Raquel; all ayes present and Kareem via email: MOTION PASSES

A Request – we don't have capacity financially to assist them with a loan. MCC doesn't have current resources to create lending institution at this time. No free cash reserve to help.

Clinton will follow thru about a contact for them

Nancy will contact them

Assessments – fallen behind, struggling, reduced rate

A church sent letter to GB: we need to send them the policy; have made some changes

Need a standard letter addressing situations of this kind

Go through agreements and add to Saturday agenda

Church will need to provide their budget(s)

Send letter stating what is needed from them, include policy

SJ & Barb – will become model for others

GBNC sent report stating they have a slate of candidates for the Governing Board (Nancy)

Motion #5:

Move to accept the GBNC report on the slate of GB candidates for GC2016

Moved by Raquel; Seconded by SJ; all ayes present and Kareem via email: MOTION PASSES

CLOSED Session: Dan Hotchkiss, board consultant, met with the Governing Board for the afternoon to review covenant, virtual meetings protocol, privacy/confidentiality, and treating each other with kindness

All GB members present reaffirmed their commitment to the GB Covenant

Action: Motion for GB to reaffirm our GB Covenant?

MEETING RECESSED – GROUP DINNER

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421 31 March through 02 April 2016

When: SATURDAY, 02 APRIL 2016

Time: 9:00 AM EDT

Where: KOPMCC, Saint Petersburg, Florida

In attendance: Rev. Dr. Nancy Wilson, Sarah Jane Ramage, Rev. Onetta Brooks, Rev. Clinton Crawshaw, Raquel Benitez-Rojas, Barb Crabtree, Jack Hutter, Linda Brenner

Absent: Kareem Murphy

MEETING RESUMES

Opened with Nancy reading two stories from her new book followed with prayer

Linda attending to talk about Be-A-Gem, communications going forward to GC, and take a group photo

Answering letters we have received added as part of agenda

Make assignments and give deadlines

SJ (make a model for future letters)

Joint Work Plan – (in google drive) high level, top 2 or 3 items from each

Development and 50th Anniversary

Need motion about GB meeting policy

Governing Board Report to GC

Onetta – Governance

Nancy – Development

SJ and Barb – Finance, including audit

Linda and Raquel – Strategic Plan (start with prior plan)

Introduction (Cover Letter)

No separate Strategic Plan document will be produced for GC business package; include in the GB Report to GC document

Brainstorm content

Have SLT input to develop Strategic Plan – update prior plan

Opening paragraph – key messages

Summary of accomplishments

Transparency/Struggles/Transition

Our efforts – consultation

Hope/Vision

2019 – 50 years

Opening

Conference Report – where this goes from here, Nancy and Linda to draft

Welcome Letter – Raquel will do

Linda to send email, due within month

GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421

31 March through 02 April 2016

Pre-Conference Planning:

Finance webinar
Goal all webinars should stop first week of June
Lay GB and COE will vote in lay delegates meeting
See Onetta's PPT
Propose adding Lay Network Facilitators/Leaders - Jude Litzenberger, Liz Bisordi, etc.
Jane Bennett (lead) by 5/1 PPT presentation for lay delegates to use to brief their congregants
5/1 claim what is membership number? Membership numbers/church – 60 days before GC to set number of Lay Delegates for local church
Agree to those 60 days prior to conference
Look at document guide
Schedule on line
Who is not allowed to vote?
SLT & staff
Lay licensed leaders of emerging ministries
IPL is equivalent to pastor
Discussion on voting eligibility – lay leaders, clergy (AAA ministry)
Justice issues – emerging ministries
Review process – vote, voice but no vote, laity issue
Put into GB report – Voice/Vote Process
Virtual Voting – at this time, defer multiple rounds of virtual voting until next GC
(note: will look into a one round using SurveyMonkey in June for Moderator and GB candidates; once finalized with cost basis, etc. will share with GC)
Constraints with hotels, conference centers, etc.
Don't have resources, bandwidth, or confidence to be able to pull it
5 July live streaming maybe
Ask people in room to not use their devices
Need and FAQ to better answer why not virtual voting
Action – Unintended Consequences (Onetta will do)
Put motions in GB report
Let Onetta know by next GB meeting
Business Forum – Moderator, Vice-Chair and Clerk (Chair of Gov. Cmte.)
Jack will record key items
Get new motion and have available to project
Find someone comfortable with this
Ballot Team – have a more diverse team
Ushers for aisles will help with support for electronic voting
Nancy and Onetta to work through

Strategic Planning:

SLT work on a revised super-priorities list

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

Need to re-examine Strategic Plan
Have had to react to obstacles
Prioritize now how SLT & GB can work together
Then do new Strategic Plan
GB needs its own SP
Two GB and two SLT members work with Dan or Phil to determine roles in next iteration
Should start now
Would be additional budget if we went outside
Phil is an expert in Change Cycle

Follow Up Items:

Development/50th Anniversary
Pray about Carpenter grant
Tim to host event after new moderator is elected?
50th Anniversary should belong to new group after the election
Maybe retiring GB members would want to participate
SJ to work on motion about assessments
GB to complete responses to (11) letters received regarding MNC related matters/
GBers present given writing assignments

MOTIONS on April 2

After meeting with our consultant, Dan Hotchkiss, and learning about California Corporations Code these voting protocols will guide our Governing Board meetings. These will be added to GB Policy Handbook, Policy 6.

Motion #1: Motions can be made at face to face, conference calls and virtual meetings (real time) where everyone can be heard. In order to vote, you must be present at the meeting and able to hear and be heard.

Moved by Raquel, Seconded by Onetta; ALL ayes; MOTION PASSES.

Motion #2: Email voting: The exception an email motion can be recorded if unanimous. All eligible members of the Governing Board must vote. Everyone must cast a vote. If not unanimous, then it goes to next meeting for discussion.

Moved by Raquel, Seconded by Onetta; ALL ayes; MOTION PASSES.

Motion #3: Move to receive the report of the Commission on the Statement of Faith.

Moved by Onetta, Seconded Raquel; All ayes; MOTION PASSES.

-

Motion #4: Motion to thank Dan Hotchkiss and Phil Griffin for their work on the Review Report.

Moved Clinton, Seconded by Raquel; All ayes; MOTION PASSES.

Motion #5: Motion to accept Addendum Report dated March 28, 2016 from Dan Hotchkiss and Phil Griffin and will be included with the meeting minutes.

Moved by Raquel, Seconded by Onetta; All ayes; MOTION PASSES.

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

BE- A –GEM REPORT:

Linda reported that 14 people in 12 countries will be awarded \$500 to \$3,700 scholarships from Be-A-Gem. There are 12 scholarships for Brazil and Uruguay

Evaluation:

Productive
Good food
Difficult but constructive
Honesty, forbearance, kindness
Healing
Creative re: assessments
Overall Good meeting
Really good to have some social time together
Wish Kareem were here
Conversation with Dan was difficult
Acknowledgement by Dan of the level of trauma

CLOSING

**Rev. Brad Rice offered prayer and communion
Moderator Nancy offered a final prayer and traveling mercies.**

MEETING ADJOURNED.

Meeting minutes Submitted by Secretary, Onetta Brooks

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

SUPPLEMENTAL – Follow - up interviews re the Moderator nominating process

Date: **March 28, 2016**

To: **Governing Board of the
Metropolitan Community Churches**

From: **Dan Hotchkiss and Phil Griffin**

Subject: **Follow-up interviews re the Moderator nominating process**

Since the completion of our report, we have conducted two additional interviews with former members of the Governing Board, Rev. Karen Thompson and Rev. Carol Trissell. Our report incorrectly stated that Jack Hutter had reached out to Karen in our behalf. In fact, we never asked Jack to contact Karen. This is our error, and we apologize to everyone, and to Jack in particular, for failing to set the record straight before the report was published.

Our conversations with Karen and Carol provided two additional perspectives on the events of the last several months, and confirmation of many of the events and tensions others have described. Without going into too many particulars, we can say that these interviews highlighted a point we mentioned in our report but would like to underscore today: that the Governing Board was rather deeply divided long before the report of the Moderator Nominating Committee brought those divisions to widespread awareness.

We have already described some of the overt factors that exacerbated matters. In reflecting on these additional interviews, we found ourselves focusing on some cultural factors that seem to have played an important role. We cannot speak of these with factual certainty, but we do want to mention some of these less tangible dimensions for the benefit of those who will be working to create an improved MCC leadership culture in the future.

A number of GB members and former members—whose positions on specific issues vary—told us they felt excluded, marginalized, or ignored by other members. Some felt that the Moderator conferred too exclusively with a small group of supporters. We heard several theories about why this might be the case, and some rationalizations for it as well.

These additional interviews have added to our understanding of some patterns of communication in the Governing Board that have contributed to current problems. The resignations from the GB that have occurred over the past year resulted in part from members feeling unheard by others and frustrated by continual conflict. GB members reported feeling attacked and unkindly treated by those who disagreed with them.

Placing blame for past mistakes is not important, but nurturing an open atmosphere where disagreement is expected and openly addressed is a responsibility of the whole Governing Board. This means taking time to hear from everyone and framing the important underlying questions so they can be dealt with early and directly. It means making sure that everyone feels safe when disagreements do arise. The GB must recommit to listening to each member and to taking time to validate all of the opinions and perspectives present.

**GB Face to Face Meeting Minutes - Days 1 through 3 – approved 0421
31 March through 02 April 2016**

In addition to the recommendations in our report dated March 17, 2016, we wish to emphasize the need for leaders to provide a safe “container” for addressing differences. The conversation now should be about the nominees and their contrasting visions, styles, and gifts for leadership. The job of the current leadership is to make space for that conversation to be healthy and productive, so that the General Conference can take whatever action it thinks best in response to the slate of nominees.

-END-