

Governing Board Meeting Minutes
20 December 2018
6:00 pm ET

Attended: Rev. Elder Rachelle Brown, Chair; Miak Siew, Vice-Chair; Dr. David Williams. Treasurer; Rev. Joe Cobb, Clerk; Rev. Onetta Brooks; Rev. Victoria Burson; Bob Niehaus; Christy Temples, Marsha Warren
Staff: Jack Hutter

Quorum was established at 6.01 pm ET.

After a brief check-in, the meeting was opened with prayer by Rev. Rachelle Brown.

Consent Agenda:

2018 11-15 GB Meeting Minutes

2018 11-27 thru 27 GB Meeting Minutes Virtual Vote

A motion to accept the Consent Agenda as presented was made by Rev. Joe Cobb. The motion was seconded by Rev. Victoria Burson.

Aye: All voting members present

No: None

Motion carries.

Discussion Agenda:

Moderator's Report:

Rachelle reported that she used a different format for the report which is a more narrative style and more informative.

There was a question about Jared Vazquez assuming duties as H.R. staff liaison. Rachelle responded that Jared had managed staff in that capacity in the past. He is picking up this part which was previously managed by the Director of Operations. His duties include approving PTO and handling staff meetings. His job description will be updated to reflect this additional duty.

A motion to accept the Moderator's Report as presented was made by Rev. Onetta Brooks. The motion was seconded by Rev. Victoria Burson.

Aye: Rev. Miak Siew, Dr. David Williams, Rev. Onetta Brooks, Rev. Victoria Burson, Bob Niehaus, Christy, Temples, Marsha Warren.

No: None

Recused: Rev. Elder Rachelle Brown

Motion carries.

Committee Reports:

Communications Committee:

Joe gave an update on the Communications Committee and reported that the committee is reviewing all correspondence that has not been responded to previously. The goal is to get responses out by year-end. They are reviewing the current Communications Policy. Christy will be sending cards of thanks to those who have signed assessments agreements. The committee will be setting up a regular meeting schedule.

The committee will be sending out summaries of Governing Board meetings. A year-end letter from the Governing Board will also be released which will be reflective document with a look back to 2016 and looking forward moving to General Conference 2019. The letter is written and offered to create a space for the Spirit to move within us.

Joe requested to finish his service as Clerk as of December 31, 2018. He will remain on the Communications Committee.

A motion to accept Rev. Joe Cobb's resignation as Clerk of the Board effective 31 December 2018 was made by Rev. Elder Rachelle Brown. The motion was seconded by Rev. Onetta Brooks.

Aye: Rev. Elder Rachelle Brown, Warren Rev. Miak Siew, Dr. David Williams, Rev. Onetta Brooks, Rev. Victoria Burson, Bob Niehaus, Christy Temples, Marsha

No: None

Recused: Rev. Joe Cobb

Motion carries.

A motion to appoint Christy Temples as the new Clerk of the Board effective 1 January 2019 was made by Marsha Warren. The motion was seconded by Rev. Victoria Burson.

Aye: Rev. Elder Rachelle Brown, Rev. Miak Siew, Dr. David Williams, Rev. Joe Cobb, Rev. Onetta Brooks, Rev. Victoria Burson, Bob Niehaus, Marsha Warren.

No: None

Recused: Christy Temples

Motion carries.

Governance Committee:

Victoria reported that the MNC met with her and Miak. They reported that they are collecting applications and reviewing candidates. Applications are due by 30 January 2019. The MNC will sponsor a webinar on 8 January 2019. They are

creating a rubric to use to help screen candidates. They are inviting Elisa Vega-Burns to their next meeting. She will be acting as a consultant. The committee would like the GB to send a letter of thanks to the MNC for their work to date.

The MNC members are going to schedule a Face-to-Face meeting and will be paying for it themselves as they have no budget. They are also planning on having a trainer do a session on a non-biased way of selecting candidates. The F2F will probably be scheduled for the end on January. The MNC members can use the cost of meeting as a donation in kind.

Onetta asked for information on webinar dates as they don't want to schedule webinars for GBNC, Bylaws, etc. that may compete with other webinars. They have been given access to the Master Calendar which shows all of the scheduled webinars. Onetta also reminded the Board to encourage people, both clergy and lay to apply for the Governing Board. If a candidate applies for a lay position, they are expected to complete their term as lay. If they become clergy, they will have to resign.

Lori McPherson serves as Team Lead of the Bylaws team. The deadline to submit is 2 January 2019, and 60 days prior for the COE and GB. Currently GB positions are six-year terms. They will look at the possibility of making them 3 years terms. One of the challenges is the requirement to get two people from other countries to support changes. They are looking at perhaps reducing this to one other person.

Onetta also discussed the Policy Handbook and potential changes and encouraged Board members to look through the table of contents.

Victoria reported that Miak will be the interim chair of the Governance Committee during her sabbatical. It was asked if Onetta should be interim co-chair. It should be done now in preparation of things to come in the next several months. She has the necessary experience.

Assessments Committee:

Report on Agreements – David reported that agreements continue to be put into place. This is resulting in more assessment payments being received. A question was raised as to who made the decision that a church who signs an agreement has to have two offerings during the year (Easter & Anniversary Sunday) in support of the denomination. Victoria voiced objection to this being a requirement. It was reported that this is optional and a suggestion, as a way to make up for financial shortfalls. Wording on the agreement will be looked at and adjusted.

Our new database now allows for closer checking of agreement information to ensure that they are being lived into.

Finance Committee:

2018 October Financial Reports – David discussed the October reports and said he will be sending out the payables to the Board.

A motion to accept the 2018 October Financial Reports as presented was made by Rev. Onetta Brooks. The motion was seconded by Bob Niehaus

Aye: All voting members present

No: None

Motion carries

2019 Housing Allowance

Whereas, Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to her as part of her compensation to the extent used for actual expenses in owning or renting a home; and

Whereas, the following personnel are compensated by UFMCC exclusively for services as a minister of the gospel and UFMCC; and

Whereas, UFMCC does not provide parsonages to the following ministers; Rev. Elder Rachelle Brown, Rev. Elder Mona West, and Rev. Kharma Amos; therefore, it is hereby

Resolved, that the total compensation paid in 2019 to the following ministers shall include housing allowances as indicated pursuant to section 107 of the Internal Revenue Code; and it is further

Resolved that the designation of the following housing allowance shall apply to calendar year 2019 from 1 January 2019 and all future years unless otherwise provided.

**A motion to accept the 2019 Housing Allowance as presented was made by Marsha Warren. The motion was seconded by Rev. Onetta Brooks
Aye: Rev. Miak Siew, Dr. David Williams, Rev. Onetta Brooks, Rev. Victoria Burson, Bob Niehaus, Christy Temples, Marsha Warren**

No: None
Recused: Rev. Elder Rachelle Brown
Motion carries.

2019 Budget Draft

Rachelle and David presented the 2019 Budget Draft. The goal is to present reduced expenses to necessity with conservative income projections.

An overview of income sources showed the following: primary income sources – assessments meets personnel liability, secondary income source (fees – ordination, courses, licenses) meets operational liability, development income sources covers program costs, and miscellaneous income.

Restricted income has four categories: grants, scholarships, pass-through, and designated program/project.

It is anticipated that 2% of net income will be used to replenish designated funds and 2% to replenish the investment account.

The budget details will be double and triple checked to ensure accuracy in all areas. The final budget will be reviewed with the Finance Committee, SLT, and Governing Board. The formal budget is scheduled to be approved by the Governing Board at the January 2019 meeting.

Development Committee:

The Committee is working on renaming the Moderator's Circle to make it more meaningful. No determination has been made yet, but it is anticipated that the new name launch will be in early 2019. Another idea is for a Legacy Giving Memorial". About 175 donors will be surveyed on the new name.

Business Meeting Planning Committee:

Onetta reported for the committee. Members are Onetta (chair), David, Rachelle, Linda, Lauren, and Mike. Their first meeting was on 6 December. The committee will follow with all of the chairs of the committees for their report. The GB Report to GC2019 is due by 15 March 2019. Please be aware of page limits and reduce the number if possible. This will assist in getting them translated. They will be working on honoring Rev. Elder Darlene Garner, Rev. Elder Troy Perry, etc.

Intentional Transitional Team:

Miak will send out the document to the Board, Members include: Miak, Onetta, Rachelle, Nancy Maxwell (COE), Kenny Callahan, Don Eastman and Wanda Floyd (SLT). The goal of the Team is to work on the transition of the Interim Moderator

to the newly elected Moderator. This includes: Welcome, Installation, On-boarding of new Moderator, Off-boarding of Interim-Moderator (Exit Plan).

A question arose as to whether the Team could determine their chair/co-chair or will the Governance Committee Chair make the determination. The committee will be able to decide this themselves.

Executive Session:

The meeting went into Executive Session at 7:55 pm ET, and ended at 8:23 pm ET.

Closing Prayer:

The meeting was closed in prayer at 7:44 pm ET by Rev. Onetta Brooks.

Respectfully Submitted,

Joe Cobb, Clerk