

## UUFCC Program Council

November 18, 2008 7:00 pm

### Minutes

**Attending: Helen Volz, Ruth Miller, Bev Henshaw, Barb Hunziker, Jean Wiant, Michal Stump, Mark Hayes, Fred Volz (Music Comm. Chair), Ken Riznyk, Bob Andronici (Membership Chair), Judy Andronici (Social Action Chair), Darlene Weener (Sunday Services Chair)**

- 1) Chalice lighting
- 2) Reminder about Covenant
- 3) Approval of minutes from October 21, 2008 Moved - Bev , Seconded - Barb
- 4) Changes to agenda - None
- 5) Introduction of Committee Chairs
- 6) Discussion of budget procedures – We are at the beginning of the process of developing Committee Budgets. This year the Follies will be at end of budget drive. Lois wants to have our dream budget in the brochure we put out at beginning of the budget drive, so the process starts sooner this year. Helen passed out Annual Budget Drive timelines and budget request forms. At our next meeting we will prioritize the committee dream budgets. The base and dream budgets will be sent to the Finance Committee headed by Ken. Bob reminded us that the economy will probably impact us and the committees should be careful with their spending. Helen passed out the UUFCC Budget for this year so that the committees could see what their funds were at the beginning of the year. In developing their budgets committees should consult their job descriptions and long range plans. The long range plans can be found on our website in the appendices at the end of the UUFCC LRP. There is a book in the office which has committee Job descriptions – these should be updated as needed. We discussed the prioritization suggestions from last month’s meeting. Bob said we should also use urgency (the possibility of a missed opportunity or a negative consequence) and importance (a strong contribution to our mission) in prioritizing the budget. Committee chairs left at 8:00 except for Darlene.

1) Representative reports

- a) Communication, Michal Stump – See written report. We will have a ¼ page ad in Voices about our holiday programs . Michal said we need a list of editorial/media contacts for committees to consult.
- b) Community Life, Bev Henshaw - See written report.
- c) Property, Peg Dobrinska - Not present. No reports from her committees.
- d) Religious Education, Barb Hunziker – See written report.
- e) Social Action, Ken Riznyk – See written report.
- f) Sunday Services, Ruth Miller – No reports from committees.
- g) Youth, - No representative present

8) Old Business

- a) Covenant revisions-See written draft. Mark suggested writing “We strive to...” once at top and then using bullet points. We should also change “heart” to “hearts” and remove the first “congregation.”
- b) Projector – Betsy will have a meeting with committee chairs interested in using their committee funds to contribute toward a projector

9) New Business

- a) Request from Laura Brown re: Membership Committee – Written request about Membership Committee role and getting new people involved. What triggers getting names in the directory? The biggest gap in involving new people is that there is no list available for people who have visited but have not yet become members. We will try to change this. Helen suggested maybe we could have a Buddy system for new people.
- b) PC budget line - Helen will ask for a PC budget line for things like our license to show movies.

10) Closing

9:00

Ruth Miller, Scribe

