



United Church of Chapel Hill
July 27, 2021

Meeting Room 229
Start Time: 7:00

Participants

Moderator	Mary McMillan	X	Senior Pastor	Cameron Barr	X
Assistant Moderator	Erica Tillman	X	At Large Member	Jeremy O'Connor	
Treasurer	Doug Bruce	X	At Large Member	Robin Smith	X
Clerk	Jane Landreth	X	At Large Member	Soren Potthoff	X
Adult Education	Linda Sellars	X	At Large Member	Nubia Bello Rivero	X
Board of Justice, Outreach, and Services	Larry Kroutil	X	At Large Member	Jeremy O'Connor	
Children's Ministry	Alyson Breisch	X	Others	Attending	
Deacons	Peter Schay	X	Associate Pastor	David Mateo	X
Fellowship	Jean Anne Barnes	X	Associate Pastor	Mary Elizabeth Hanchey	X
Membership, Engagement, and Stewardship (MES)	Susan Renwick	X	Associate Pastor	Ian McPherson	
Youth and Young Adults	Megan Hughes	X	Music Committee	David Taylor Jenny Anderson	X
Trustees	Anne Stoddard		La Mesa Committee	Ben Sallard	X



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Call to Order

Mary McMillan, Moderator

Opening Hymn/Invocation

All, Erica Tillman Lead

- *Along the Way* - Amanda Meisenheimer
 - Used during Vacation Bible School and

Approval of Minutes

Jane Landreth, Clerk

- **June 29 Council Meeting**
 - **Linda Sellers** moved to approve the June 19 Council minutes with no requested changes
 - **Doug Bruce** provided a second and the minutes were unanimously approved
- **Mary McMillan** confirmed that Confidential Personnel Information will be released to appropriate individuals.

New Church Year Proposed Approach

Mary McMillan

Planning for Indoor Services

Team

- COVID Protocols
 - Masks for all indoors activities (including children)
 - Masks optional outdoors for vaccinated members
 - How to pass the peace?
- Two services
 - No recordings on Facebook (see additional discussion below)
- Two phases
 - Phase 1 – August 15 Start Indoors
 - Service
 - Fellowship
 - Childcare
 - Outdoors and similar safe access to building as VBS
 - Phase 2 – September 19 Start Full Program
 - Service

OUR CORE VALUES

Moral Courage to Take Action
Intentionally Inclusive
Variety and Multiplicity in Worship
Nurturing Faith Formation



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- Fellowship
 - Childcare
 - Sunday School
 - Adult Faith Formation
- Data Gathering
 - What do we need to know to understand success/issues?
 - How will information be collected?

Financial Update/Budget

Doug Bruce

- **June, 2021 Financial Report**
 - **Revenues**
 - YTD total revenues less than budget by almost 30K
 - At 94% of revenue goal to date
 - **Expenses**
 - Total expenses are less than budget YD by over 54K
 - **Comparison to Budget YTD**
 - Net result of being over budget on revenues and under budget on expenses is that we are at a 12K surplus YTD and better than budget by 25K

Trustees

Anne Stoddard

- **Carpet**
 - Primary Contact: Ben Sallard
 - Carpet selection endorsed by design committee members
 - Targeted completion date: August 15
- **Electrical Repairs**
 - Primary Contact: Kati Ruark
 - Electrician has been to the church to look at the scope
 - Targeted completion date: August 15
- **Acoustic Work**
 - Engineer recommended the following improvements:
 - Enhance wall between the Parlor and Fellowship Hall
 - Add series of doors between Fellowship Hall and Narthex
 - Addition of door sweeps
 - Next Step:
 - Architect to draw up plans and contractor to price recommendations



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- Follow Up:
 - Anne Stoddard to follow up with Acoustic Engineer
- Targeted Completion Data: unclear but will not be finished by August 15
- **Signage**
 - Signage updates required; updates will be prioritized

Music

Jenny Anderson

- **UVOP**
 - Working with Charles Bradshaw to make sure he is available to play at services
 - Concerns with communication:
 - Jenny has spoken with Rachel and Candace
 - Preliminary Plans:
 - Recommend UVOP to sing at 5 services instead of 8 due to the sacrifice of having to miss services due to the change in service time. Proposed dates:
 - September, 2021
 - November, 2021
 - December, 2021
 - March, 2022
 - May, 2022
 - Pursue opportunities of concerts outside of church services
 - Consider partnership with other local churches for UVOP concerts
- **Music plans for in person worship services**
 - There will be choral singing, not congregational

Fellowship

Jean Anne Barnes

- **Outdoor Services**
 - Will plan for 250 people, be outdoors and serve only coffee due to COVID precautions
 - Addition of food will be discussed in September
 - If additional help is needed, coordinate with Kati to request assistance of kitchen staff



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Deacons

Peter Schay

- Due to many open items, will schedule a meeting in September to address:
 - New schedule needed for Sound Board Team
 - Usher sign ups needed
 - Need to transition scripture readers to liturgists
 - Deacon on duty schedule needed
 - Signage needed in narthex to direct worshipers

MES

Susan Renwick

- **Upcoming plans:**
 - Will handle signage updates in church building; estimated cost is 2K. Per Doug, MES has 2.1K available
 - Greeters to be scheduled
 - Will update bulletin boards
 - George Collins to coordinate with La Mesa

La Mesa

Pastor David Mateo

- Will discuss any concerns about new scheduling with La Mesa members

Adult Education

Linda Sellers

- Adult Forum will resume September 19
- Unclear when/how/if Wednesday night programming will resume

Youth and Young Adults

Meghan Hughes

- No news to report



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Children's Ministry

Alyson Breisch

- VBS was a success:
 - 13 - 24 children attended on different days
 - 7 youth volunteers
 - 10 adults
- In September will start Sunday School and have the "Blessing of the Backpacks"
- The staff has completed the Safe Staff Policy

Moderator Report

Mary McMillan

- **2021/2022 Goals:**
 - Make fact-based decisions
 - Empower boards to work through issues
 - Council Meetings
 - Report Action Items within 3 days of Council meeting
 - Send Minutes 1 week prior to Council meeting
 - Mary wants to visit attend each board meeting over the next few months
 - Identify root cause(s) of miscommunication and work to resolve
 - Ask the following questions to address all decisions:
 - Whose job is it?
 - Who else needs to know?
 - Have we checked all of our covenants to ensure that all proposals are consistent with UCCH covenants



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Technology

Cameron Barr and David Mateo

- Current Plan:
 - When current in person services begin, plan to stream the service online
- Impact of end of recorded services on Facebook on August 8
 - Homebound
 - Mobility issues/difficulty getting to early service
 - Non-morning people who find 9:30/9:45 difficult
 - COVID safety concerns: Not currently able to determine the number of congregants that will determine that on-site is not an option.
- Challenges:
 - Need to improve the internet signal
 - Need new streaming devices and training for operators
 - Need to define what we want to stream:
 - 1 camera or 2?
 - Where to focus: pastor, choir, etc.?
- Required to move forward:
 - Church Council needs clear understanding about technical issues and limitations
 - Explore making institutional investment in upgrading technology and identify required action plans
- Motion made:
 - Create a group to review the current infrastructure, identify issues, define requirements and compile an estimate to resolve the primary issues and report back to the Church Council in 30 days
 - Group Membership:
 - Representative from Trustees
 - David Mateo
 - Mary McMillan
 - Peter Schay
 - Bill Siddall
 - Motion made:
 - Peter Schay made the motion and Anne Stoddard seconded
 - Motion unanimously approved



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Recap Action Items	8:25	Jane Landreth
Closing Prayer	8:28	Cameron Barr
Adjournment	8:30	Mary McMillan

Upcoming Schedule

August:	Begin Indoor Services August 15 Initiate Budget Process Approve UCCH Safe Conduct Policy (utilize current draft to prepare for indoor childcare start) Music Committee Update – Bob Brewer/Other Council Meeting – Tuesday, 8/24
September:	Expand Indoor Services September 19 Council Fall Planning Session Council Meeting – Tuesday, 9/28
Future:	Provide full Church Year Calendar



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Action Items

#	Area	Action	Date Due	Status
1	Trustees - Anne Stoddard	Follow up with Acoustic Engineer & Architect to price recommendations so they can be reviewed by Council	Tues, 08.24.2021	
2	Deacons - Peter Schay	For in person worship: 1. Schedule sound board team 2. Schedule ushers 3. Schedule Scripture Readers 4. Schedule Deacon on duty per service	Prior to 1st in person worship service	
3	MES - Susan Renwick	For in person worship: 1. Update signage 2. Schedule greeters 3. Update bulletin boards 4. Have name tags available	Prior to 1st in person worship service	
4	La Mesa - David Mateo	Solicit concerns from La Mesa members about service schedule change	Tues, 08.24.2021	
5	Technology Group	Present next steps to Council within 30 days	Tues, 08.24.2021	

Respectfully submitted:

Jane Landreth
Clerk