

Jubilee! December 19, 2022 Board Meeting Minutes

Attending: Board: Tim Moran, Gretchen, Henn, Wiley Garrett, Paul Muller, Louise Slater, Diane DeWitt, John Davis Short, Michael Smith; **Staff:** Michele Bernhardt, Bruce Mulkey

Jokemeister (on a roll): Tim

DECISIONS AND ACTION ITEMS:

- **November Minutes:** Proposed that we approve the minutes of the November 21, 2022 board meeting as circulated. **Approved by consent**
- **Board Nominees:** Proposed by the Nominating Committee that we forward the names and bios of Suzannah Tebbe Davis and Barry Brandt to the Jubilee! Community for approval at the January 22, 2022 semi-annual meeting. Michele B will review and publicize. **Approved by consent**
Additional note: John David Short intends to complete his board service term, through June 2023, unless a possible job change prevents.

REPORT AND REVIEW ITEMS:

Finance Update and discussion: Jubilee Treasurer, Gretchen Henn reviewed the basics of the attached December 2022 financial report. Current liquid assets remain about the same as in recent months. Special fundraising efforts this fall helped cover more of the expenses. Nevertheless, we continue to spend more than we have been receiving in contributions, pledges, etc. At the current rate, we could face a monthly deficit of \$6-11,000. If that were the case, reserves would last less than 10 months.

Several on-going actions are intended to relieve our financial pressures:

- Our budgeting process will address cash flow plans for the New Year, including revisiting some expense reduction ideas that were proposed earlier. On-going and proposed new expenses will go through the budgeting process.
- We are exploring an effort to raise money to pay off the mortgage on 46 Wall Street by donations and/or loans from individuals. The current mortgage balance is about \$160,000. **Gretchen** will coordinate this effort by defining the project, recruiting a coordinating team and bringing a more detailed proposal to the board at the January meeting.

HR Update: Diane reported that the HR team has completed reviews with Laura Collins, Bruce Mulkey and Michele Bernhardt.

Proposal for a Pastoral Care Program: There is wide recognition of the need for consistent, coordinated pastoral care within the Jubilee! Community. Jay has drafted and Wiley has further refined a proposal to help meet that need. The **HR Committee** will review the draft proposal. It will also be reviewed in 2023 budgeting process. In the January board meeting we will review the proposal and decide whether it can advance as a staffed position in 2023 or whether there are options to implement parts of it on a volunteer basis.

Events and meetings at 46 Wall Street. In order to improve our processes:

- All meetings to be held at 46 Wall Street are to be scheduled via Susie Davis
- Anyone planning a Jubilee-related meeting or event at Wall Street will need to complete the Event Planning Worksheet that we've been using for outside users. That will ensure (a) advance planning for AV support if needed and (b) review and approval of expenses to be paid by Jubilee.

Agenda for Semi-Annual meeting on January 22, 2023: The overall aim of the meeting is to renew energy and confidence within the Jubilee! Community by sharing information and engaging participants in the ongoing work of co-creating our future. This may include:

- Updates on finances, building sale process, work of standing Committees and Teams
- A creative, participatory "open space" process inviting Jubilants to identify the dimensions of Jubilee life and service they want to participate in. The process will probably ask Jubilants to suggest the dimensions they consider important, and Tim asked that **board members** to help jump-start that process by sending him 3 such areas that they suggest.
- A recap and forecast of next steps or communication processes for 2023

2023 Board Retreat: We intend to hold a 4-hour board mini-retreat perhaps in late February. One topic will be clarifying roles of the board vis-à-vis other groups within Jubilee. Tim asked **all board members** to email to him by the end of December, their top 3 suggestions for retreat agenda.

Transformation Circle: The Circle will meet on January 5, 2023 to evaluate the community conversation held on 12/18/22 and propose next steps, including a joint retreat with board, staff and representatives of other active groups in Jubilee. We continue to encourage Jubilants to inhabit the space we're in. We can resist the feeling that Jubilee life is on-hold as we await sale of the building. We can celebrate and cultivate organic expressions of community life. In our brief discussion, several exciting ideas in this direction were voiced. The open space plans for the January 22 meeting will serve this purpose well.

Bylaws Compliance and Relevance: During the 1st quarter of 2023, **Gretchen** will lead a review of Jubilee bylaws in terms of (a) relevance to Jubilee's current realities and (b) current practice compliance with bylaws. She will report to the board with any recommendations for change.

New Jubilee Schwag: Might this be the time for us to create some new Jubilee-logo items like bumper stickers, t-shirts, caps, mugs? We'd need to do so in a way that did not create a financial drain. **Michele Bernhardt** will explore and report back.

New Year's Bonfire: **Gretchen** has made contacts with possible locations in the Montford area. **Michael** will talk with Yona about his plans in that direction so we can create a unified effort. We'll try to solidify plans so we can announce as soon as possible.

Next Board Meeting: January 16th at 6:00 pm.