

Irvine United Congregational Church
Special Congregational Meeting Minutes

November 24, 2013

Moderator Anne Rosse called the meeting to order at 12:23 PM.

Agenda and voting cards were distributed as participants arrived for the meeting.

Michael Spindle reported that 87 of our 352 corporate and non-corporate members were required to achieve quorum. He confirmed that 127 members were in attendance, thus quorum was established.

Anne introduced Dave Schofield as parliamentarian for the meeting.

Pastor Paul made some introductory comments regarding the building project, and then led the congregation in prayer.

The Building Committee presented an overview of the project under consideration:

- Martha Selby provided a broad overview of the project.
- Cindy O'Dell provided a history of the project to date.
- Lindy Garber provided a report on the current status of the campus, noting that the plant is not in ideal condition.
- Keith Boyum provided an overview of the IUCC vision and long-range plan.
- Jim Raver provided an overview of the architectural and conditional use permit processes, explaining that a new master plan must be proposed to the City of Irvine before any project can begin.
- Mark Allen provided an overview of the financials:
 - The estimated cost for the master plan and conditional use permit is \$150,000.
 - At the time the notice for the Congregational Meeting was sent we had identified funds for all but \$24,000 of this amount; however, an additional \$20,000 in donations has since come in, so the outstanding balance is now down to \$4000.
 - The estimated cost for the building project itself is \$2 million.
 - A recent assessment by a UCC fundraising consultant projected that we were positioned to raise approximately \$1.5 million. Therefore, the congregation would need to borrow the remaining \$500,000 plus interest reserve.

- It is estimated that pledged and non-pledged contributions would need to increase approximately 34% by 2018 to service this debt.

The Committee entertained questions from the congregation:

- A member asked for confirmation that today's business was limited to approving only the \$150,000 needed for the master plan and conditional use permit. This was confirmed; however: it was reiterated that the reason for committing to a new master plan and conditional use permit was to seriously consider the entire project.
- A member asked whether there would be options to finish the project in phases. Once the master plan and conditional use permit are in place, we can proceed with the project all at once or pursue it in phases depending on time and funding considerations.
- A member asked what we receive for the domusstudios fee and why we selected this firm. The Building Committee recommended a partnership with domusstudios because of their local ties and strong experience working with churches. The domusstudios representatives also seemed to grasp our goals for this project. The \$150,000 expense includes fees to both domusstudios and the City of Irvine. It was clarified that domusstudios is the architect for the master plan only at this time. The cost for construction documents would be included in the \$2 million project cost.
- A member asked whether the master plan was going to include specific cost estimates. It was clarified that the master plan serves only as a guide, with details being determined through an ongoing interactive process.
- A member asked how we can grow the congregation by 17%, as noted in the project financials, with the current sanctuary. It was suggested that the sanctuary is not truly as full as it seems during second service; we also are revisiting needs for first service.
- A member asked for confirmation that the conditional use permit has no expiration date. It is true that the conditional use permit has no expiration date and that we are not obligated to begin building right away. However, if we make major changes in the plan we would need a new conditional use permit.
- A member asked whether alternatives to the proposed resolution were considered, including using the funds raised for enhancements to the current early childhood center. Yes, we could use allocated funds to enhance the current ECC, but without a new conditional use permit we would be confined to the current size and use of the building.

At the conclusion of questions, Dale Lang moved for approval of the resolution; Renee Boyum seconded the motion. There was brief discussion of the resolution. During discussion it was clarified that the congregation must vote on each step of the process along the way, including an option to stop after the master plan.

Proposed Resolution

Resolved that: IUCC authorizes the Building Task Force to move forward with the Building Project, expending approximately \$150,000 for Phase I (which includes a Master Plan and Modified Conditional Use Permit) as the first step toward an approximately \$2 million capital campaign in the next two years.

Rationale/Explanations

- To meet the \$150,000 cost of Phase I, IUCC envisions no new debt service, with \$50,000 from IUCC reserves, \$25,000 from Early Childhood Center reserves, \$51,000 in designated contributions (already in hand or already pledged prior to November 17), and \$24,000 in new pledges by December 1, 2013.
- Upon completion of the Master Plan, the congregation will have the opportunity to review, comment on, and vote on the plan.
- Before launching the capital campaign, the congregation will have the opportunity to review, comment on, and vote on the campaign.
- To meet the \$2 million goal of the capital campaign, IUCC envisions \$1.5 million in pledges (payable over a 3-year term) and \$500,000 of new debt plus an interest reserve.

Projected Timeline

December 1, 2013	Financial need secured for Master Plan with CUP (\$150,000)
December 3, 2013	Sign contract with domusstudios
May, 2014	Congregational review/vote on Master Plan/ renderings
June, 2014	CUP submitted to the City of Irvine
January, 2015	Congregational review/vote on proposed capital campaign
April, 2015	Capital campaign begins (with 3 years to fund)

With discussion concluded, the motion was called to a vote. The resolution passed with no nay votes and one abstention.

The next step in the process is to identify funding for the remaining \$24,000 needed by December 1; if successful, we will sign the contract with domusstudios at that time.

There was a motion to adjourn at 1:24pm, and the meeting was adjourned without objection.

Pastor Paul led the congregation in a closing prayer.

Respectfully submitted,

Jerry Price
Clerk
Administrative Board