

**MARCH MINUTES**  
**Board of Social Justice & Action (SJA)**  
**Sunday, March 13, 2016 @ 8:30 am to 9:50 am**

**Members attending:** Jerry Hartman, Melissa Herman, Caryn McTighe Musil, Ann Norman, Cindy Sanders, Dick Staufenberger (called in from Florida), and Rebecca Unruh

**Members absent:** Nancy Lohman (out of town)

**Agenda Items**

**1. Opening Prayer or Meditation**

Rebecca Unruh opened the meeting with a prayer about spring from Rev. Ted Loder

**2. Approval of February minutes**

The Board approved the February 2016 minutes without emendations

**3. Treasurer's Report – Dick**

Dick recommended that the Barbara McDowell Fund, currently at \$81,000, allocate \$2,500 in funds to be added to the funds raised through Christmas and Easter offerings to be used for grants in the fall. The Board approved this motion. Jerry Hartmann explained that since its inception, the McDowell funds have increased 5.1 % to date. However, with the lower market in 2015, the endowment decreased by 1.6% in the past year. Please see the summary prepared by Jerry appended to these minutes for the record.

**4. Review of final guidelines for grants and strategy to determine allocations**

The board has approved the current draft of the guidelines for the 2016 grant applications with a request for one final tweak of the language about how many grants we might award in the fall and at what amounts. The board wanted to have some flexibility in deciding the number of awards and the final amounts based on the persuasiveness of the applications as we seek to assess the impact of the grants we award. Caryn will submit a revision to the board this month of the sentences in question. When that is complete, we will be ready to post it on the web although most traffic does not begin until the summer when organizations begin constructing their proposals.

The board also agreed to begin a policy of requiring each of the grantees from 2015 to submit **a mid-year report by May 31, 2016** on funds spent and their assessment of its impact. Caryn will send those letters out to the 13 organizations. She will remind them that **a final report needs to be sent in by September 30, 2016** and that without such a report the organization will not be eligible for future Westmoreland grants. While we have stated the requirement for a final report, we have never to our knowledge required a mid-year report and we do not think that a final report was necessarily submitted or requested, but rather only stated on the application guidelines each year.

**5. Update on steps to link social justice fundraising with capital campaign**

Caryn has learned from Amy McKee on the Governance Committee that its chair and board wants SJA to submit it recommended proposal for a social justice campaign alongside a capital campaign to the newly appointed Capital Campaign Committee. Caryn has written to its chair, Johanna Shelton, who after church responded she would alert Caryn when the CCC would be meeting and our proposal considered. She expressed great enthusiasm for pairing these two campaigns.

Caryn submitted a first draft of a proposal to the board trying to honor the discussion by the group at the February SJA meeting. There was general discussion of some key points with a consensus that our proposal would invite others in

the congregation to enrich it, make it stronger, accent some of its details, and in the process make it their own, even if SJA was the catalyst.

**In the meantime, the SJA Board agreed to send in edits to Caryn by March 30 so she could incorporate them for a future CCC meeting.** The edits can be a summary of key points in an email, direct track changes to the current electronic version, or through a conversation with Caryn expressing their desired changes.

Melissa Herman and others agreed to accompany Caryn to the CCC meeting if possible when the date is finalized. Caryn will keep the Board informed as the CCC gets back to her.

6. **Other business**

Rebecca Unruh agreed to suggest to Amy Tutt the possibility of collecting sheets for Ruth's House, one of the oldest shelter's for abused women in DC which Jerry Hartmann suggested would be an excellent item for Westmorelanders to collect.

7. **Issues for the future**

KEY AGENDA for APRIL MEETING: Should SJA offer a summer at the circle series again? If so, framed how?

DRAFT