**TO: Board of Directors, Chautauqua Association of Disciples of Christ (CADC)**

**FR: Mission Planning Team**

**RE: Draft of Board Report**

**DA: 8/6/2020**

The board appointed Jim Powell, Chair, Richard Hull, Amos Acree, Alan Seale with President Jill Barrile and Administrator Tom Brownfield to review our mission and recommend direction for the coming years. What follows is a draft of our work for you review in advance of it being presented to the board

**CADC’s Core Values:**

* Hospitality—a core value of the Abrahamic traditions
* Interfaith worldview—sharing interfaith awareness back with our faith communities
* Providing a trustful community for substantive dialogue and personal discovery

**CADC’s Mission:**

Our mission is to provide The Christian Church (Disciples of Christ) a means to share in the mission of the Chautauqua Institution—a mission with which we feel deeply aligned.

*Chautauqua Institution is dedicated to the exploration of the best in human values and the enrichment of life through a program that explores the important religious, social and political issues of our times; stimulates provocative, thoughtful involvement of individuals and families in creative response to such issues; and promotes excellence and creativity in the appreciation, performance and teaching of the arts.*

*(from the Chautauqua Institution website:* [*https://chq.org/about-us/our-mission*](https://chq.org/about-us/our-mission)*)*

**CADC’s Vision:**

The Chautauqua Association of the Disciples of Christ offers affordable lodging during the 9-week Chautauqua summer season. Our Disciple heritage calls us to give leadership in Chautauqua’s interfaith movement and to welcome other faith traditions so that together we can find our way in a rapidly changing world.

Our new Graybiel House provides a modern, comfortable, and handicap-accessible year-round facility, allowing us to offer off-season retreats, workshops, and small gatherings for faith and community groups to learn and grow together.

**CADC’s Goals 2020-2023**

**Communication Goals Alan Seale, Chair; Nathan Wilson**

* To keep CADC members and friends informed on CADC happenings
* Provide information regularly via website, newsletter and social media

Action Steps

* Alan Seale and Nathan Wilson agree to coordinate this area
* Monthly Newsletters

**Governance Goals Jill Barille and Jim Powell, Co-Chairs; Jim Powell, Richard Hull, Alan Seale, Amos Acree**

* To oversee, review and recommend policies to govern CADC
* Develop recommendations and job descriptions for staff positions
* Develop descriptions of volunteer leadership positions

Action Steps for 2020

* Review current Administrator job description
* Solicit a proposal for accounting services from Disciples Treasury Services

Action Steps for 2021 and beyond

* Develop staffing plan inclusive of needs, job descriptions, performance, salaries,
* Identify succession planning process to begin in 2021
* Executive committee act as Personnel Committee

**Financial Goals: Richard Hull, Chair; additional members TBD)**

* Support operating expenses
* Pay our mortgage and restore our endowment fund
* Make needed building improvements
* Fund efforts for greater diversity among our guests and participants through:
* Summer rentals,
* Off-season use of facilities
* On-going fund-raising

Action Steps for 2020:

* Increase fundraising efforts by intensifying personal and general appeals for contributions to offset the financial losses due to the loss of income during the 2020 season.
* Receive grant from the Beasley Foundation for $50,000, distrivbuted over two years.

Action Steps 2021 and Beyond

1. The Chautauqua Disciples Annual Fund will continue as an annual emphasis
	1. Seeking to reduce the Graybiel mortgage by making monthly payments 10% larger than the due amount.
	2. Holding a Capital Fund Campaign in 2022 to reduce the mortgage, repay the endowment fund, and fund improvements identified by the Building and Grounds Committee.
2. A Fundraising Committee will be named by the Board to work alongside volunteer Richard Hull on these actions through 2023. Richard Hull’s term will conclude in 2023. The committee membership will be made up of a diverse group from across CADC membership.

**Building Planning Goals—Stewardship of Our Properties Jim Powell, Chair**

* Maintain our buildings to be attractive, safe and accessible
* Develop a long-term major maintenance plan usable for financial and fundraising plans

Action Steps for 2020

* Complete evaluation and recommendations regarding HQ Ceiling
* Identify other immediate improvements needed before start of 2021 season

Action Steps for 2021

* House and Grounds Committee develop building improvement priorities through 2024
* House and Grounds Committee develop building maintenance plan through 2035

**Program Goals Amos Acree, Chair (additional members TBD)**

* Year-round usage of facilities
* Work with Faith Community Houses and Chautauqua Institution as we seek to serve a broader range of people among the Disciples and society
* Encourage our guests to take their Chautauqua experience home with them, thereby enhancing their communities and churches throughout the year

Action Steps for 2020

* Appoint a Program Development Committee
* Develop an off-season usage information package

Action Steps for 2021 and beyond

* Create a plan of action to reach out to Disciples who have not been part of CADC
* Develop two off-season CADC programming initiatives