

FIRST UNITARIAN UNIVERSALIST CHURCH

Board of Trustees

Minutes – Special Meeting

May 16, 2007

Present Doug Zelinski, Chair; Chas Williams, Vice Chair; Jim Bailey, Secretary; Debra Boyd, Treasurer; Ben Blee, David Carr, Barbara Fisher, Judy Houston, Bill Inglis, Jim Pinkham, Kate Power; Gretchen Faulstich, Past Chair.

Absent: Dan Hronek

Ex Officio: Mark Belletini, Senior Minister; Caroline Balderston Parry, Interim DRE; Michael Brennan, Church Administrator.

Guests: Bob Gordon, Peg Meckling, Alan Ray.

1. Opening Words, Lighting of Chalice, Introductions

Doug opened the meeting with words from David Eaton. He said that Dan Hronek's father had died and passed around a card for Dan.

2. Review of Agenda/Approval of Minutes

The consideration of Endowment Requests was added to the agenda.

Caroline suggested adding a phrase to the minutes for clarification so that in #8, lines 5-6 read: Eve Catus, Steve Kraynak and Bob Gordon for volunteering in the office during Marian's vacation. Bill moved and David seconded approval of the minutes of April 25 as corrected. Motion passed.

3. Reports from Councils, Committees and Ad Hoc Groups:

No Council reports at this meeting.

Development – Gretchen reported on the ongoing pledge campaign, noting that more than 100 pledge units are still not heard from. Discussion followed about the effectiveness of Commitment Sunday; it does seem that some people stay away if the announced topic is money and giving. Mark noted that other UU congregations report similar problems with pledge campaigns dragging on.

Treasurer's Report – The financial report for 4/30/07 was circulated. Debra said that the collection rate continues to be good as does rental income and it is possible the fiscal year will end with a substantial surplus. However, it was noted that typically near the end of the fiscal year the church loses income. Finance Committee is pleased with the current financial situation.

Search Committee for Permanent Music Staff – Bob Gordon and Peg Meckling represented the Committee and circulated a Status Report. In summary, the Committee is pleased with the number of qualified candidates (21 in all) for the five positions.

Auditions are being held and will be completed by May 23. It is expected that the Committee would complete recommendations and be ready to offer positions by June 1.

Doug asked if the Board wanted to authorize the Music Search Committee to extend job offers.

Chas moved and Ben seconded that the Board authorize the Search Committee to make offers to the chosen candidates.

Bill raised the question of waiting until after the budget presentation scheduled for the end of the meeting to vote on the motion.

Debra moved and Chas seconded that the motion under consideration be tabled until after the budget discussion. Motion passed.

4. Staff Reports

Staff reports are to be presented at the May 30 meeting.

Michael did report an attempted break in through the door to the SYC offices.

Corrections are being made to thwart break ins. He also noted that the fire extinguishers have all been brought up-to-date.

5. Welcoming Action Plan

Doug led the discussion of the revised document prepared by Dan: "Board Action Plan for Congregational Change: Welcoming." Doug said that the stated goal was for the Board to adopt the plan.

Several suggestions to content and wording were discussed and incorporated:

Add to (2) the Social Committee and then make (2) (e) "Social Committee considering enhancement of its role in welcoming" and then changing previous (e) to (f) and previous (f) to (g).

In Sections 3 and 4, in all items that read "Trustees shall" change to "Trustees commit to."

Change 4) - D) to read "Commit to viewing JUC video and other welcoming information."

Bill moved and Debra seconded that the Board adopt the Welcoming Action Plan as amended. Motion passed.

6. Reconciliation Process

Chas presented the most recent version of the proposed Reconciliation Process and said it is to be voted on at the May 30 Board meeting. He asked Board members to forward to him any questions about the logic and content of the document. He said that Governance Documents Committee will also look at the document.

Ben raised the possibility that some may be confused about the relationship between the Reconciliation Process and the Covenant of Respectful Relations.

Doug suggested that the process is not as clear about conflicts involving a group—e.g., a committee or the Board—as it is about conflicts between individuals.

7. Agenda for Annual Meeting, June 10.

Doug presented a draft agenda and asked for comments. Ben suggested that the Covenant of Respectful Relations be read at the meeting, perhaps by the Moderator. It was also suggested that the Caring Committee, which is celebrating its 25th anniversary be included on the agenda.

8. Commissioning a 3-Year Budget Draft

Doug presented an excerpt from the minutes of the Board Meeting of January 29, 2005—Discussions around a Multi-year Budget—which had led to a motion, passed unanimously, supporting development of a multi-year budget.

Doug suggested that the Board ask Administration Council to prepare a draft of a multi-year budget by July 2007, with the understanding that such a draft would be a framework, not a fully fleshed-out budget. David so moved and Barb seconded. Motion carried.

9. Endowment Requests

Debra presented information from the Finance Committee showing requests for funds from the Endowment and also the recommendations from the Committee. Available funds are \$9,898.67 and the requests total \$21,886.

Finance Committee recommended these expenditures:

\$2,800 for one ADA power door opener (of the 2 requested)
\$1,600 for additional sound proofing for the Family Room
\$2,500 for changes to the High Street signs (requested by Building Committee)
\$1,750 for digital recording for Worship Center
\$1,245 for a 9 by 12 projection screen, with motor, for Worship Center

\$9,895

A request of \$8,591 for an audio-visual system for Fellowship Hall was submitted but not recommended for funding by Finance Committee. Debra said the Committee had discussed other possibilities for funding a sound system. Doug asked if Finance Committee would communicate its ideas about how to fund a sound system to those who requested it.

Debra moved and David seconded that the Board approve the awarding of endowment funds as recommended by Finance Committee. Motion carried.

10. Executive Session—Budget Preview

The Board moved to Executive Session for a preview of the 2007-2008 budget. Alan Ray of the Finance Committee joined the Board for the preview. Debra led the Board through the materials and asked for questions about the overall structure of the budget. The budget will be discussed and voted on at the May 30 Board meeting.

The Board took up the recommendation, previously moved, to authorize the Music Search Committee to extend offers to candidates, using the salary limits of the Committee's Feb. 28 report to the Board. Motion passed.

11. Adjournment

Barbara moved and Jim Pinkham seconded that the meeting adjourn. Motion passed.