

FIRST UNITARIAN UNIVERSALIST CHURCH
Board of Trustees
Monthly Meeting, Wednesday, May 22, 2013

Attendance: Chuck Wolfe, Bill Keating, Dennis Rankin, David Douglass, Leslie Armstrong.
 Beth Jewell, Chair, Tim Hooks, Past Chair, John McCrystal, Co-Chair, Phyllis Byard, Treasurer, Betsy Duckworth, Secretary.
 Staff: Rev. Mark, Senior Minister, Jolinda Stevens, DRE, Brian Hagemann, Church Administrator.
 Absent: Nina Lewis, Dan Baer, John McCrystal, Rev Eric
 Guests: Judy Kleen and Kevin O'Neil representing the Personnel Committee

1	Chalice Lighting, Centering, Check in (Phyllis Byard -Board Reading)
2	Executive Session: Bill Keating made a motion to move into Executive Session; seconded by Dennis Rankin and motion carried. Session was to discuss a personnel matter. Betsy Duckworth made a motion to leave Executive Session, seconded by Tim Hooks and motion carried.
3	Beth Jewell made a motion not to fill the currently vacant position of the Spirit of Life/Children's Choir Director position for the FY 2014 year, but maintain all choirs during the year via a temporary reallocation of the Music Director's duties, and to ask the Personnel Committee to convene a task force to consider the possibility of restructuring the Music Program, review other large church best practices, and recommend how best to serve the needs of the choirs, worship committee, and congregation. Seconded by Betsy Duckworth and motion carried.
4	Consent Agenda: Chuck Wolfe moved to approve the April 2013 Board meeting minutes as they stand and Dennis Rankin seconded. Unanimous voted to approve. Staff Report highlights. See attached reports.
5	<p>Treasurer's Report (Phyllis): The pledge collections are at 97.4% rate for 2013 at this date. Stewardship is contacting outstanding pledge money. Both David Douglass and Phyllis explained to the Board the projected deficit of the budget (~\$20.88 K), representing about 2% of the total budget. This is typical with church growth and, although this trend is concerning, it is coupled with many positive steps this church has taken, such as not reducing the staff, growing our youth programs, budgeting for Justice Action Ministry, we are maintaining etc. Some suggestions were made to improve this trend:</p> <ul style="list-style-type: none"> • Stepping up Planned Giving (Stewardship) • Making membership more inviting to friends of the church • Improve the path to membership; embracing the church. <p>Adjustments were made to the budget, keeping the proposed 2% salary increase for the staff, adjusted the Holiday Appeal. Leslie Armstrong made a motion to</p>

	accept the 2013-2014 budget, seconded by Tim Hooks and carried by all.
7	Leslie Armstrong asked Board members to review her synopsis of the all the Capital Campaign meetings that were held. This synopsis comprises the comments given by the participants. Board comments are to be sent to her prior to the next meeting, which is set for May 29, 2013. This meeting is in preparation for the annual congregation meeting.
8	Announcements, Thank You Notes: Heather Myers Pierson – 6 years as Youth Leader Marylou MacDonald – Chair Leadership Development
9	Adjourn

IMPORTANT UPCOMING DATES:

- **Wednesday, May 29, 2013 7:00-9:00 PM – Special Board Meeting in preparation for the Congregational Annual Meeting**
- **Congregational Annual Meeting – June 9, 2013**