

# FIRST UNITARIAN UNIVERSALIST CHURCH

## Board of Trustees July 22, 2015 Minutes

Board		Present	Absent
Chair	Carlos Hoyt		X
Past Chair	John McCrystal	X	
Vice-Chair	Ginnie Vogts		X
Treasurer	Debra Boyd	X	
Secretary	Kitty Durham Jones	X	
	James Brown	X	
	Karen Dawson	X	
	Fujio Hayashi	X	
	Marge Lynd	X	
	Nancy Nehring	X	
	Joe Pierce	X	
Youth Rep	Emma	X	
Youth Rep	Willow		X
<b>Staff</b>			
Sr Interim Minister	Rev. Jennifer Brooks	X	
Assoc. Minister	Rev. Eric Meter	X	
Director of Religious Education	Lane Campbell	X	
Administrator	Brian Hagemann	X	
<b>Guests</b>			

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1	Opening and Welcome <ul style="list-style-type: none"><li>• Chalice Lighting</li><li>• Centering (Board Reading – Debra Boyd)</li><li>• Check-in with Staff and Board members</li></ul>	7:00 (15)
2	Consent Agenda: <ul style="list-style-type: none"><li>• Approval of May 27<sup>th</sup> Board Meeting Minutes (see attachment)</li><li>• Approval of June 17, Board Meeting Minutes (see attachment)</li><li>• Approval of Motion #1 – Changing Signature Authority (see page 2)</li><li>• Approval of Motion #2 – Salary and Housing Split for Rev. Eric and Rev. Jennifer (see page 2)</li></ul> <b>All motions passed without opposition or abstentions</b> <ul style="list-style-type: none"><li>• Election of Executive Committee:<ul style="list-style-type: none"><li>○ Chair – Carlos Hoyt</li><li>○ Vice Chair – Ginnie Vogts</li><li>○ Treasurer – Debra Boyd</li><li>○ Secretary – Kitty Jones</li></ul></li></ul> <b>All motions passed without opposition or abstentions</b>	7:15 (5)
3	Staff Report Highlights: [please read reports prior to meeting] <ul style="list-style-type: none"><li>• Rev. Eric Meter – In Portland Oregon with his fiancé</li><li>• Lane Campbell – In Boston for this time</li><li>• Brian Hagemann</li></ul> <b>Brian busy with construction projects and with helping Rev Brooks with housing. Volunteers coming next week to clean Mark's office. Play camp and peace camp happening and space issues continue. Construction delayed slightly – report on this later in meeting</b>	7:20 (10)
4	Youth Update (Willow or Emma) <b>Overnight in Cleveland yesterday. Lots of UU youth and leaders there</b>	7:30 (5)
5	Financial Update (Debra) <ul style="list-style-type: none"><li>• Update on financial status – <b>may be \$2000.00 ahead for 2015. Looking at year-end pledging. Did overview of 2016 budget. Added Holiday Appeal amount and facility rental income to make up for slight increases in budget needs for 2016. Karen asked about JAM budget. Debra explained the 2% concept of JAM allocations. JAM walks through their budget with Finance Comm. Point made that we need to know more about the JAM budget and how it is used. Rev Jennifer may help us look at this issue.</b></li></ul>	7:35(5)

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6	<p>Approval of Revised FY2016 Budget (Debra)</p> <ul style="list-style-type: none"> <li>Debra to review change from previously approved FY2016 budget (see attachment)</li> <li><b>Approval of Motion #3 (see page 2) - – motion passed unanimously</b></li> </ul>	7:40(15)
7	<p>Contacting members who have not filled out pledge forms (Debra)</p> <ul style="list-style-type: none"> <li>Senior Staff Team and Joe Voltolini will review list of members who contributed in FY2014 but have not yet pledged in 2015 and prioritize list to approximately 50 members for Board follow up. <b>Lane took a look through the list of folks who had not yet handed in their pledges and sent it back to the Executive Committee. It was indicated on that copy who was active and gave a small amount of direction for whom to contact. This is seen as an opportunity to reach out and find out peoples' intentions and motivations. Final spreadsheet will have information for the callers.</b></li> <li>Board members will have approx. 5 members to follow up with <b>(doing a subset of 147 people who have not pledged yet for 2015-1016) – Board members agreed to do this and will be assigned rather than picking their own names to contact</b></li> </ul>	7:55 (20)
8	<p>Strategic Planning's Stewardship Report to the Board (John) (see attachment) Purpose: Discussion</p> <ul style="list-style-type: none"> <li>Board "Talking Stick Rotation" each person identifies their top 2 items from the Stewardship report and Retreat Planning Propositions (15 min)</li> <li>Roundtable discussion (15 min)</li> </ul> <p><b>All members present made 2-minute comments on the SP action planning propositions. John talked about workshops at GA on giving. Several companies working on software changes to enable things like year-round giving. Brian has already looked into changes as Church Windows has other issues as well. Proposed time for bathroom, corridor completion is still early September.</b></p>	8:15 (30)
9	<p>Construction Update (Brian) – <b>Some problems with unexpected pipes in walls, etc. Slight delay due to Mark's celebration and rain. Fire Code Board agreed with architect's presentation on fire safety. Can use the monies not used for that to help remodel room 7 due to construction secondary damage. Proposed time for bathroom, corridor completion still early September.</b></p>	8:45 (5)
10	<p>Interim Minister's Transition Team (John)</p> <ul style="list-style-type: none"> <li>Rev. Brook's contract call for the appointment of a transition team (no Board members, staff or spouses/partners)</li> </ul>	8:50 (5)

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	<ul style="list-style-type: none"> <li>Rev. Brooks prefers a team size of 5 and that we wait until she arrives for the final selection members so she can hear the discussion on candidates.</li> <li><b>Homework – think of at least 2 people who would be good candidates for transition team.</b></li> </ul> <p><b>Transition team helps the interim navigate his/her integration into the new community. Important that team members be trusted, diverse and engaged.</b></p>	
11	<p><b>Proposed add-on for information on 2015 GA.</b></p> <ul style="list-style-type: none"> <li><b>UUA website has all talks including the Ware lecture on the site or on YouTube.</b></li> <li><b>Plan to present action of immediate witness, lectures, and other pieces as part of adult RE this upcoming year.</b></li> <li><b>Youth rep talked about raising 5000.00 for GA youth and young adult activities/housing etc. Need matching funds for this in order to access UUA funds (for scholarships for instance)</b></li> <li><b>Home hospitality, ride-sharing, other aspects of GA can help with this year's GA – Laura Howell coordinating Home Hospitality and local involvement</b></li> <li><b>There will be a monthly column about GA starting in September</b></li> <li><b>John talked about organization within the congregation to help with things other than the main events. Chair for a group to do this?</b></li> <li><b>Theme is "Heart Land – Where Faiths Connect"</b></li> </ul> <p>Wrap-up</p> <ul style="list-style-type: none"> <li><b>Thank you cards – Marge Lynd took over this from Fujio for 2015-2016 Discussed sending a packet of get well cards to Ann (Eric's fiancé). Will get her address from Marian or Eric</b></li> <li><b>Mention was made to look into hand gestures used for clarification, etc. Will look into this next meeting</b></li> <li><b>Upcoming events:</b> <ul style="list-style-type: none"> <li>8/12 (7:00) August Executive Committee meeting</li> <li>8/26 (7:00) August Board Meeting</li> <li>8/28-29 Board Retreat</li> <li><b>9/5-9/7 Labor Day Retreat (Rev Jennifer attending)</b></li> </ul> </li> </ul>	8:55 (5)

### Motion #1 - Signature Authority

Be it resolved that Carlos Hoyt, Chair, Virginia Vogts, Vice-Chair, Debra Gray Boyd, Treasurer and Frank Phillips III, Assistant Treasurer have signature authority for all financial accounts of

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the First Unitarian Universalist Church of Columbus. These include accounts with Cooper State Bank, Kemba Credit Union, Vanguard, Charles Schwab, UUA Common Endowment Fund as well as the Safe Deposit box at PNC Bank.

### **Motion #2 - Salary and Housing Split for Rev Eric Meter and Rev Jennifer Brooks**

Be it resolved that the Salary and Housing allocation for FY2016 (July – June) for Rev. Eric Meter will be Salary of \$40,715 and Housing of \$23,000 for a total compensation of \$63,715.

Be it resolved that the Salary and Housing allocation for FY2016 (August – June) for Rev. Jennifer Brooks will be Salary of \$51,432.50 and Housing of \$41,105 for a total compensation of \$92,537.50.

### **Motion #3 – Approval of Revised FY2016 Budget**

Be it resolved that the Board approves the revised FY2016 budget, which was revised for the interim minister's compensation, previously approved salary and benefit increases for the staff, the new mortgage.