



UNITY
TEMPLE
UNITARIAN
UNIVERSALIST
CONGREGATION

BOARD OF TRUSTEES MEETING MINUTES
Unity Temple Community Center
6:30 PM, April 10, 2018

Attendance: Bill Crozier, Anne Devaud, Emily Gage, Karen Haskins-Brewer, Lynne Hensel, Kellie Kelly Clara Lewis, Teresa Powell, Elizabeth Plummer, Alan Taylor, Willa Shultz, David Willard (phone)

Guest: Nile Wendorf, chair of Finance Committee

The meeting was called to order at 6:36 p.m.

Centering

Rasheeda Graham-Washington: Soul Force Training reading

Consent Agenda

Emily Gage explained that she is mentoring Eileen Wiwiott at the Evanston Unitarian congregation.

Clara Lewis explained a proposed review process for future board columns in the e-Beacon.

Elizabeth reported that she has completed pledge call reminders and the shortfall is down from \$40,000 to \$2800. New members joining this year will likely cover this amount.

Motion to approve consent agenda (Teresa, seconded by Anne) - Unanimous

Ziegler Loan

Nile Wendorf, chair of the Finance Committee, presented a proposal to pay off a loan from Ziegler obtained in 2007 to address repairs to the ceiling of Unity Temple. \$40,000 has been paid since then on an interest-only basis without reducing the principle. Funds from excess reserves would be used for the payoff, which still leaves the congregation in a conservative cash position. This will leave two other loans in place, one for upgrades to Gale House and the other for purchase of 1019 the Community Center. The Finance Committee will review these loans periodically. Kellie Kelly pointed out that removing this payment will add nearly \$6000 to the General Fund annually. Nile explained that this payoff requires Board approval. There was discussion of the other two loans and other options. Nile and Tracy will explore these.

Motion to approve Ziegler loan payoff (Bill, seconded by Anne) – Unanimous

Nile Wendorf left the meeting.

Sabbatical

Alan's sabbatical begins tomorrow (April 11) and he will return in mid-August.

Strategic Plan

Staff are preparing an outline of the launch of the Strategic Plan and have realized that there is more work to do while Alan is away. They recommend that further planning wait until Alan returns to assure that everyone is in agreement on direction. This will allow everyone to address the many other issues before them this summer, with a

planned launch of the program in 2019. The Board supported this proposal. There was further discussion of the opportunity to take time to get the plan done well.

Nominating Committee Update

Clara reported that the Nominating Committee met at the beginning of April and discussed how members who may be interested in serving on the Board can be better identified and assessed as candidates. Members are Kathy Clark, Dave Brumirski, Clara Lewis, Larry Kameya and Sharon Storbeck.

Three new Board members will be needed for the three-year term beginning in 2019-2020. Member Kathy Clark will send an email to committees such as Faith in Action, Music and others to invite them to identify members who might be a good fit for the Board. They also plan to host a Nominating Committee/Board information session with FAQs and a 30 minute presentation after the second service on May 6. Elizabeth can get this announcement into publications for three weeks before the meeting.

Key attributes of candidates are commitment, involvement, diversity and multiplicity. It would be good to have a lawyer on the Board again, as lawyer Amanda Sonneborn is no longer on the Board. Karen asked whether the Nomination Committee would present a slate or would simply provide a larger group of candidates to choose from. Teresa pointed out that in most organizations a slate is presented and nominations are also taken from the floor at the Annual Meeting, as is the current practice. There was further discussion of how the search can be broadened to get a wider range of perspectives.

Subcommittee Updates & Discussion

Board Communications Subcommittee (Clara/David)

Clara distributed the description of the subcommittee (Mission and Purpose, Scope, Method). She and David discussed this and answered questions. Karen recommended guidance from this subcommittee regarding themes for the column in the newsletter and recommended that they work closely with the Congregational Linkages subcommittee. There was further discussion of details.

Board Finance Committee (Teresa/Bill)

Teresa distributed questions on financial policy and educational issues for the Board and congregation. She asked for any feedback from the Board regarding these questions. The subcommittee will present its plan next month in the same format (Mission and Purpose, Scope, Method) as Communications.

Vision and Policy (Willa/Anne)

Willa explained that the review of the Policy Manual will be a two-year process with a plan to review everything in the Manual, and encouraged everyone to get a copy to review. The subcommittee will provide a “heads up” before each Board meeting on the policy topic-- proposed changes and questions to consider. Anne added that there are three broad areas within the Manual: 1) the Governance process (six items) to be reviewed during the sabbatical, as these are specific to the Board; 2) Ministerial limitations; and 3) the Board-Senior Minister Relationship, both of which will await review until Alan’s return.

Willa reviewed the policy changes from last month, which entailed inclusion of the revised Mission and revised Ends Statements that were voted upon at the All Congregation meeting in December of 2016. The Board suggested that the Values (also accepted by the congregation) be included in the Policy Manual (even though previously there was not a section entitled “Values”). The Board agreed that it would be helpful to include a sentence or two that would clarify the relationships among the Values, the Mission and the Ends Statements as currently demonstrated by the Nesting Bowls visual. The committee will work on appropriate wording. The Board discussed the Vision Statement that is currently in the Policy Manual. Is having a Vision Statement helpful, redundant or superfluous given this new format? The Vision and Policy sub-committee will provide examples of Vision Statements used by other UU congregations. Alan suggested that conversations with the congregation (perhaps in a “café”) be held after the sabbatical.

Congregational Linkage (Karen/Eric)

The subcommittee did not meet this month, but Karen attended the New Member potluck last weekend. She was pleased with the range of people there and discussed how Board members can be accessible to the congregation, including through events such as this.

Board Covenant

The Board Covenant distributed earlier was discussed. Alan suggested a change in this new covenant to include an expectation of financial support. Board members deferred further changes, which could be made in the future if needed.

Motion to approve Board Covenant as presented (Bill, seconded by Willa) - Unanimous

Additional business

Kellie Kelly presented an update on her June 9 Ordination .The major cost for fundraising is to bring in four participants from out of town. Fundraising is just over halfway to the goal. She reported that she has not yet received a match but hopes to in the next round, or could serve as an interim minister.

Anne reported that the December minutes approved in January authorized the Ordination but did not address the required authorization to do fundraising. She proposed a vote to formally authorize fundraising for the Ordination and this was approved unanimously.

Willa asked for more details about a recent email to the Board from CAAUC inviting participation in a May 12 meeting in Palatine. Elizabeth reported that Steve Jordan is the representative from Unity Temple and typically attends. Alan explained that while this was originally ministerial, it now functions as a lay body wth directions from ministers. Minsters now connect through CALM. One of CAAUC's main activities recenty has been a series of ads on NPR regarding Unitarianism funded by our donations to this group.

For those interested in attending the General Assembly in Kansas City in June, two of the four registrations available to be covered by UTUUC have been filled but two more are available if someone is interested. Karen is planning to attend.

Adjourn (Bill-moved and Anne-seconded – unanimous) – 8:19 PM

Respectfully Submitted,

Teresa Powell