

Second Unitarian Church of Chicago
Board of Trustees
Wednesday, April 9, 2014

Trustees Present:

Gregory Redfeairn, Jill Siegel, Laura Barnes, Karen Fort, Molly Rossow, Monica Drane, Kimberly Bares, Darrin Weatherspoon, Berlinda Browne

Trustees Absent:

Melanie Bienemann

Staff Present:

Rev. Adam Robersmith, Jen Duston

Guests present:

Darrick Jackson

Meeting called to order at 7:11pm.

Monica led check-in after those present recited the church covenant.

There was a motion to approve the minutes from the March meeting by Laura, seconded by Molly, Motion carried.

There was a motion to approve agenda by Karen, seconded by Jill. Motion carried.

Visitor(s) comments

- Darrick J. proposal: Congregational Sponsorship for Healing Moments (distributed via e-mail on April 2 and 6). Healing Moments is a ministry to caregivers of people with Alzheimer's and dementia. Healing Moments offers workshops that use experiential techniques to help caregivers find meaning and healing in the face of this disease.
 - Organization funded by UUFP must be UU-affiliated. The risk exposure to 2U is if the money were fraudulently spent. Grant deadline Sept 15. They would like to apply for other local arts grants and have a more collaborative relationship with 2U rather than just that of fiscal agent. They would like to hold the play that is being funded by the UUFP at 2U and use the activities to increase awareness of 2U and align their work with the UU principles, when possible. Darrick serves as Treasurer for Healing Moments. He would be willing to provide any reports desired, attend meetings, or provide information about the project, grant and expenses in any way that 2U would desire. The grant amount is anticipated to be \$10,000.
 - Discussion focused on ways in which a member of the congregation (probably the Treasurer or the Finance Chair) would be actively engaged in the project activities and financial reporting.
 - Gregory made a motion, seconded by Laura, to serve as the congregational sponsor for Healing Moments. Motion passed with one abstention.

Staff reports

- Minister's report (distributed by Adam via e-mail on April 7)
- Office Administrator's report (distributed by Jen via e-mail on April 7)
- DFD's report (distributed via e-mail on April 8)

Finance

- Treasurer's report: Gregory

April Minutes

Approved 05/14/2014

- Gregory presented the revised draft budget.
 - The Board went through the budget line by line and reviewed each income and expense item. Some numbers were adjusted based on discussion. Gregory will adjust the draft budget as discussed and present it to the Board for a final vote in May.
 - If we don't hit our pledge goals, we will need to reduce spending. Monica suggested that we each look over the budget again and begin to identify where we might cut back on expenses.
- Finance Committee met on Sunday, March 30 to review the draft budget for the fiscal year 2014-15.
- Canvass
 - Laura will do the canvass testimonial on Sunday, April 27
 - As of April 7: 71 pledge units for a total amount of \$139,968 (vs. total pledge units of 137 and a dollar goal of \$223,510) + some progress regarding the Planned Giving Campaign
 - Thanks to Gregory for writing the canvass letter and to Jen for printing the letter and labels and to Tom D. for stuffing envelopes
 - Please use the shared google spreadsheet (direct any questions to Monica); it's very helpful to have the information in one central location
 - Please send thank-you notes to those who have submitted pledge cards
- Unfulfilled pledges update: Jen/Adam/Monica

Staff/personnel

- UUA Retirement Plan
- Gregory will send in the resolution to the UUA for the retirement plan to inform them that we have modified our plan
- We will make an adjustment to disability insurance following May 18 meeting

Congregational health

- Council report: Laura
- Committee BoT liaison reports/updates
 - fundraising--Berlinda...rummage sale news
 - hospitality--Darrin
 - lfd--see Raquel's report
 - membership--Molly
 - music--Kimberly
 - social justice--Karen
 - ssc--Melanie
 - com--Jill
- Congregational growth conversation update: Adam/Molly
 - The Rev. Ian Evison is willing to be Adam's coach, *pro bono*, with regard to growth issues and strategy.

Governance and policy

- Annual meeting preparations
 - committee reports--Jen already on this
 - meeting notice: 15 days prior to May 18 (via e-mail is fine); written by Board secretary
 - Nominating committee is putting together slate for annual meeting
- Policy/procedures update: Jill
 - Monthly board chat, board welcome, and periodic new member orientation session on "governance"

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- Thank you to Darrin and Laura B. for agreeing to help lead the April 13 board chat/COMs town hall
- Jen and all, especially Gregory: board chat on May 11 to present budget and by-laws amendment related to the endowment fund.
- Board welcome for May 4: Gregory will do it
- Next new member orientation session on governance: May 4, 11:45 a.m., Darrin will do it

Building, grounds, and infrastructure

- We may have to shift funds from building fund to operating account before the end of the fiscal year.

Old business:

Adam said that he and Jen have figured out how to handle pastoral communication to members only to inform them about important life events, passages, etc. The email will be done through Constant Contact and not be archived so that it is not searchable.

New business: Laura acknowledged Jen and Megan S. for their Facebook postings.

Karen made a motion to adjourn the meeting, seconded by Laura.

The meeting adjourned at 9:01pm.

Respectfully submitted,

Kimberly Bares, Secretary, Board of Trustees