

Unitarian Society of New Haven
Minutes of the Meeting of the Board of Trustees
March 8, 2012

Accepted April 26, 2012

Board Members Present: Thea Bourke-Martin, Gil Belaval; Sarah Berke; Gregg Burton; Patricia Duff; Sandra Frawley; Larry Rizzolo, Alan Price;

Board Members Absent: Lisa Anderson; Sue Linsley; Jessie Whitehead

Also Present: Kathleen McTigue; David Jones

T. Martin called the meeting to order at 7:07 p.m. and G. Burton recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with T. Martin presiding.

Endowment Committee Member Request

T. Martin presented a request of the Endowment Committee that the board consider calling a special congregational meeting in order to appoint a replacement member of the committee. The Board discussed the proposal. Questions were raised as to whether it was necessary to call a special congregational meeting in advance of the regular spring congregational meeting. No motion was called on the request.

Treasurer's Report

S. Frawley presented the Treasurer's Report. S. Frawley reported that some additional expenses are not shown on the reports, like the \$933 theft reported several months ago. Past due sales tax obligations have been calculated and were paid current in February.

The Finance Committee reviewed the Teddy Bear Tea fundraising proposal and recommended approval of the requested seed money expenses.

The Canvass Committee approached the Finance Committee with a "committed" overage of \$1,500. Canvass Committee was budgeted \$1,000 for Lovefest and ran over budget by \$1,500.

MOTION by A. Price to approve reimbursement of the Canvass Committee overage of \$1,500 and advancing up to \$1,600 for the Teddy Bear Tea fundraiser. **Seconded.**

DISCUSSION: Concerns were raised that the Canvass Committee incurred expenses that were more than double the allotted budget. It was noted that the Lovefest has historically received a very low budget and that additional expenses have been subsequently approved by the board. Questions were raised about whether the additional expenses were intended to be reallocated from another office budget line item. It was noted that additional input from staff is

needed in order to clarify whether the overage can be addressed by a reallocation of budget line items rather than as an over-budget expense.

REQUEST by A. Price to modify the motion to strike “reimbursement of the Canvass Committee overage of \$1,500 and”. **Modified by unanimous consent.**

VOTE ON THE MOTION to approve advancing up to \$1,600 for the Teddy Bear Tea fundraiser. **Approved by unanimous consent.**

Canvass Report

S. Frawley reported that roughly 50% of pledge units are in. The push by the Canvass Committee for the next few weeks is to publicize the need for pledges to be returned.

Director of Religious Education Search Committee Report

David Jones presented the DRE Search Committee’s to make an offer to a prospective DRE candidate, together with a recommendation by the Personnel Committee as to compensation and benefits. The board discussed the recommendations.

MOTION by A. Price to approve the DRE Search Committee to work with Kathleen McTigue to make an offer to a DRE candidate in accordance with the Personnel Committee Proposal. **Seconded and passed without dissent.**

Listening Board Report

G. Burton reported on the concerns raised at the listening board session held on February 19, 2012. The board discussed:

- the mechanics for designation of General Assembly representatives
- improving communication about the work of committees to the congregation
- efforts underway regarding the greening of the church and the conversion of the sanctuary heating system to natural gas
- opportunities to create a forum for visioning input into church activities, including how to include UU history in to worship, activities and events.
- use of Emily Emerson funds for CYRE expenses, particularly RE administrator salary
- opportunities to include members in the canvass that may be unable to increase or maintain pledges
- the need to support new staff members and help them fit into the community

First Sundays

The board discussed its participation in welcoming committee activities on the first Sundays. Concern was raised about whether there is sufficient board participation. Report is that the Welcoming Committee is happy with the level of board participation. Board members that are

not able to participate in welcoming activities are making efforts to meet with new members for potluck dinners and in the social hall for coffee.

General Assembly Delegates

T. Martin discussed the process of selecting delegates for G.A. Several people have expressed interest. Anyone interested in attending G.A. should contact Thea. We believe that USNH has 8 voting representatives. Intention is to use all representative positions for in-person representation and to have virtual representatives only if necessary either due to insufficient in person attendees or for persons unable to travel.

Turnpike Players Fundraising Contribution

G. Burton reported on his discussion with Turnpike Players. Turnpike Players has confirmed its understanding that 100% of the profits of Seussical after payment and reimbursement of all Seussical expenses will be applied toward the USNH general budget up to \$10,000. Profits in excess of \$10,000 will be retained in the USNH restricted funds account for Turnpike Players. Noted that the production closes in mid-June so the final profit will not be known until that time.

Changes in Cash Handling Procedures

The Board received a report from Jeremy Hill on behalf of the Finance Committee detailing the changes that have been made to the cash handling procedures by the Finance Committee in order to prevent future thefts. The Board expressed its appreciation of the improvements made to the procedures by the Finance Committee.

Proposal to Fund Right Relations/Right Communications Workshop

T. Martin presented a proposal for an adult religious education workshop on right relations/right communications. T. Martin will fund the workshop from the President's discretionary funds.

Prior Meeting Minutes

G. Burton asked for any corrections to the minutes of the Board's February 9, 2012 meeting. No corrections were indicated. The minutes were accepted as drafted.

New Member Introductions

The Board discussed the logistics for board members to introduce the new members joining the congregation on February 12, 2012.

Adjournment

MOTION by A. Price to adjourn the meeting. **Seconded and passed without dissent.**

The meeting was adjourned at 8:55 p.m.