

Unitarian Society of New Haven  
Minutes of the Board Meeting of the Board of Trustees  
May 10, 2012

Accepted May 24, 2012

Board Members Present: Thea Bourke-Martin, Gregg Burton; Patricia Duff; Sandra Frawley; Gil Belaval; Sue Linsley; Alan Price;

Board Members Absent: Lisa Anderson; Sarah Berke; Larry Rizzolo; Jessie Whitehead

Also Present: Bob Congdon; Kathleen McTigue; Marion Visel; Tansy Birenbaum

T. Martin called the meeting to order at 7:06 p.m. and G. Burton recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with T. Martin presiding.

**Endowment Bylaw Presentation**

B. Congdon presented a proposal by the Endowment Committee to revise the bylaws governing the operation of the endowment. Historically, interest and dividends have been considered available for distribution for the purposes permitted in the bylaws, but appreciation was considered to be principal. The Endowment Committee proposes that the bylaws be revised to allow growth and appreciation to be utilized as a source of income for USNH while still preserving the purchasing power of the principal. The proposed revisions would also provide for the contribution from endowment to be included as additional revenue to fund the budget rather than being earmarked for non-budget expenses. The purpose of these revisions is to allow the Endowment Committee to refocus on: (1) managing the endowment funds; and (2) soliciting and supporting contributions and contributors to the endowment. This proposal has been the culmination of many months of work, consultation with endowment professionals, legal and accounting advisors and members of the congregation that have been involved with the endowment.

**MOTION A.** Price that the Board endorse the proposal of the Endowment Committee to present the bylaw revisions to the Congregation at the June Congregational meeting. Seconded.

The Board reviewed the revised bylaws and discussed numerous aspects of the revisions and shared thoughts and a few suggestions of minor revisions. It was noted that the Endowment Committee may propose the bylaw revisions as it sees fit, but that the Endowment Committee wished to have the Board's support in proposing such revisions.

**CALL THE QUESTION** G. Burton. Seconded. Question called unanimously.

**VOTE ON THE MOTION:** Motion passed unanimously.

## **Interim Minister Search Committee**

A. Price reported to the Board on the activities of the Interim Minister Task Force and explained the entire selection process of the Task Force, which included a review of ministerial records, phone calls to confirm reference checks and recommendations and Skype interviews with each candidate. It was noted that each of the Skype interviews included all of the Task Force members. There was consensus among the Task Force to recommend that the Board approve Rev. Emily Melcher to serve as Interim Minister. Subject to the approval of the Board, the Interim Task Force negotiated the terms of a proposed 2 year contract.

**MOTION** by A. Price to offer the position of Interim Minister to Rev. Emily Melcher for a term of 2 years on the terms proposed by the Interim Task Force as incorporated into the proposed contract. Seconded. Passed unanimously.

T. Martin noted that the UUA has requested to speak with the Board at a meeting for an “exit interview” related to the transitions process.

**ACTION ITEM:** G. Burton to publish the selection announcement in the newsletter.

## **Mortgage Deferral Proposal.**

K. McTigue reviewed the status of the mortgage loan provided to her by USNH, using the proceeds from the sale of the parsonage. Under the terms of the mortgage, upon the termination of K. McTigue’s employment, the loan was to be repaid from the proceeds of the sale with a share of any appreciation/equity return or to be repaid with interest if the house was not sold contemporaneously. Proposal is to defer repayment of the loan until July, 2013 when K. McTigue plans to sell her house and relocate to the Boston area. K. McTigue expressed her hope that the Board would continue to use these funds to make a loan available to its senior minister in order to assist with the cost of housing. It was noted that if it chose to do so, USNH would not require the use of the funds until mid-2014 when the next settled minister would be called.

**MOTION:** G. Belaval to approve K. McTigue’s proposal to defer repayment of the housing loan made to her by USNH until July 31, 2013. Seconded. Passed unanimously.

## **Farewell Event Proposals**

S. Frawley presented two proposals from the working group planning events for K. McTigue’s farewell. An adult member event is planned for Saturday evening and an intergenerational event is planned for Sunday. Inquiry was made whether alcohol would be provided and if so, would a caterer be hired to serve/pour.

**MOTION** S. Frawley to approve the requests for funds for a Saturday event up to \$1,600 and a Sunday event up to \$400, subject to confirmation that the provision of alcohol is in compliance with State laws and covered by insurance. Seconded. Passed unanimously.

**ACTION ITEM:** G. Burton to investigate legal issues and insurance coverage.

### **Rev. Kathleen McTigue Social Justice Fund**

S. Frawley presented a proposal by the committee organizing the farewell events for the establishment of a special fund in honor of Kathleen McTigue, which would fund social justice efforts at USNH.

**MOTION** by P. Duff to approve the formation of the Rev. Kathleen McTigue Social Justice Fund and authorize the event planning committee to solicit contributions to the fund. **Seconded.**

**FRIENDLY AMENDMENT** to read "... the Rev. Kathleen McTigue Social Justice Fund, which shall be a fund managed by the Board of Trustees...." **Passed without dissent**

### **Treasurer's Report**

S. Frawley presented the Treasurer's Report and initial budget projections. It was noted that the Canvass campaign failed to produce sufficient pledges to meet any of the Board goals for the campaign. If the bylaws are revised to allow the endowment to contribute to the budget the first goal, to contribute 65% of fair share dues may be achievable. Otherwise, no goals will be met.

The Board discussed the message to be made to the Congregation in relation to the status of the budget preparation.

**ACTION ITEM:** G. Burton to publish the budget announcement in the newsletter next week.

**ACTION ITEM:** T. Birenbaum to include the announcement in the order of service the following week.

### **Congregational Meeting Agenda**

T. Martin reviewed the proposed congregational meeting agenda.

### **General Assembly Update**

S. Linsley reported to the Board on her efforts to encourage participation and awareness of General Assembly. Openings are available for off-site delegates. Effort was put into identifying events which members could watch regardless of whether they were registered as off-site delegates. S. Linsley identified the Ware Lecture as an opportunity for members to come together to view a General Assembly event as it is to be broadcast for offsite viewing. G. Burton volunteered to assist with projector presentation setup.

**MOTION** S. Linsley that the Board approve the proposal to host a potluck and viewing at USNH of the Ware Lecture during General Assembly on June 23rd.

### **Proposal to Sponsor Kath Schomaker in the Green Faith Fellowship**

S. Frawley presented a proposal for USNH to sponsor Kath Schomaker as a fellow in the Green Faith Fellowship. It was noted that there is no financial commitment for the sponsorship. The sponsorship will support several green initiatives within USNH and in the community.

**MOTION** P. Duff that USNH sponsor Kath Schomaker as a fellow in the Green Faith Fellowship. Seconded. Passed unanimously.

### **Minutes**

The minutes of the Board meeting on April 2, 2012 were reviewed. No corrections were offered. The minutes were accepted.

### **Adjournment**

The meeting was adjourned at 9:34 p.m.