

Unitarian Society of New Haven
Minutes of the Board Meeting of the Board of Trustees
November 11, 2012

Accepted December 13, 2012

Board Members Present: Alison Cunningham; Thea Bourke-Martin; Gregg Burton; Sandra Frawley; Russell Heinrich; Georgia Jennings; Sue Linsley; Alan Price; Margaret Rae, Jessie Whitehead

Board Members Absent:

Also Present: Emily Melcher

A. Price called the meeting to order at 12:49pm and G. Burton recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with A. Price presiding.

Employee Update

E. Melcher updated the Board on the status of Tom Barron, the USNH sexton, and informed the Board that he is unlikely to be able to return to work. In the short term, an arrangement has been made with a cleaning company to perform the sexton work. The Board discussed whether to make any compensation continuation or severance payment.

MOTION by A. Price to pay severance at 66.6% of regular compensation through December 10, 2012 as severance for termination of employment and release of all claims; **SECONDED**; **PASSED** without dissent or abstention.

ACTION ITEM: G. Burton to assist with employment severance agreement.

ACTION ITEM: S. Frawley to submit an over-budget information form to the Finance Committee.

MOTION by T. Bourke to authorize the hiring of a part time (< 20 hours per week) sexton and execution of a contract with a cleaning company based on a competitive bidding process; **SECONDED**; **PASSED** without dissent, but with 1 abstention.

Canvass Plans

Carol Cheney has agreed to chair the Canvass Committee. C. Cheney will step down as chairperson of the Endowment Committee, but will remain a member of the committee. Fred Morrison will serve as Chairperson of the Endowment Committee. The Board discussed the status of individual fundraising efforts.

MOTION by A. Price to appoint C. Cheney as Chair of the Canvass Committee; **SECONDED**; **PASSED** without dissent or abstention.

Leadership Changes

A. Cunningham expressed her willingness to step up as President for the remainder of 2012-2013 upon A. Price's resignation, effective immediately following the end of the congregational meeting.

ACTION ITEM: G. Jennings to notify the Nominating Committee of Vice President vacancy resulting from A. Cunningham stepping up to President.

ACTION ITEM: G. Burton to issue notice of regular meeting and notice of special meeting following regular congregational meeting.

Congregational Meeting

The Board discussed the agenda for the congregational meeting, which will be:

- Approval of Congregational Minutes for the June 10, 2012 Special and Regular meetings
- Message from the President and Board Goals for 2012-2013
- Message from the Minister
- Nomination to the Board of Trustees
- Nomination to the Endowment Committee
- Treasurer's Report

Transition Update

E. Melcher provided the Board with an update on the transition efforts. On December 9, following the service, E. Melcher will hold a forum regarding the changes in worship. On November 27, there will be a joint meeting of the Transition Team and the Board.

Congregational Meeting

The regular congregational meetings were scheduled for November 11, 2012 and June 9, 2012.

Transition Team Update

E. Melcher updated the Board on the status of the Transition Team. E. Melcher is in conversation with a few additional people to be added to the Transition Team.

Board Goals

The Board discussed its goals for 2012-2013. It was noted that of all of the challenges identified in the brainstorming session that many are best addressed by other groups and the balance of challenges all relate to the governance structure. Of particular concern in the Board's discussion was the lack of clear, effective and efficient designations of roles, responsibilities, authority and accountability. The Board decided that its goal for 2012-2013 will be to address governance reform.

ACTION ITEM: A. Price will create presentation of goals for the congregational meeting.

Membership Group

The Board discussed the proposal made by G. Jennings with regard to the formation of a membership group. The Board discussed whether the group was to be a body similar to the Social Justice Council model. It was noted that the membership group is still in the formative stage. The Board decided by assent to express its support for the membership group initiative and to request that the incipient membership group propose the structure and model that it believes is best suited to coordinate membership efforts at USNH.

Minutes

The minutes of the Board meeting on October 17, 2012 were reviewed. One typographical error was noted. The minutes were accepted as revised.

Future Meetings

The Board determined that its next meeting will be December 13, 2012 and that regular meetings will continue on the second Thursday of each month.

Adjournment

The meeting was adjourned at 2:48 p.m.