

Unitarian Society of New Haven
Minutes of the Board Meeting of the Board of Trustees
September 12, 2013

Accepted October 10, 2013

Board Members Present: Holly Hawkins, Greg Seaman, Alison Cunningham, Peggy Rae, Mary Donohue, David Jones, Nancy Lesh, Rod Groff, Suzanne Miller, Bobbi Pace

Board Members Absent: None

Also Present: Emily Melcher

A. Cunningham called the meeting to order at 7:03 pm and P. Rae recorded the minutes. A quorum of Board Members was present, and the meeting proceeded with A. Cunningham presiding.

Consent Agenda

1. Approval of Minutes of 8/8/13 Board of Trustees Meeting.

P. Rae offered corrections to the Minutes: (a) in section on approval of amended 6/13/13 Minutes, indicate amendment was to note E. Melcher's presence at the meeting; (b) correct day of Executive Committee meetings to 1st Thursday of month; and (c) clarify that reported average attendance figure is for summer Sunday services.

MOTION B. Pace to approve the Minutes as amended; **SECONDED** D. Jones; **PASSED** without dissent or abstention.

2. Draft Minutes of the Special Congregation Meeting of 9/8/13 were accepted without comment for congregational approval at the Fall Congregation Meeting.

Treasurer's Report

G. Seaman reported on financials through 8/31/13; income and expenditures appear to be on track with budget projections. In response to a query from R. Groff, G. Seaman noted that automatic electronic fund transfers and on-line payments account for about 20% of pledge income over the year; he recommends making these options easier to use and more widely publicized. Other budget matters were briefly discussed, and G. Seaman clarified the nature of USNH's mortgage, which will be re-negotiated in 2018. A copy of the current year's full budget will be posted on the board website by P. Rae.

Updates

1. Roof repair. G. Seaman reported the roof replacement project is almost done. The roofing contractor has been asked to take care of additional problems that appeared subsequent to the initial proposal; these include leaks in the sanctuary roof membrane and around the skylight, and a malfunctioning gutter above the front entry to the lobby. The cost for the sanctuary repairs is about \$1,200; gutter repair costs are expected to be similarly modest, although a formal proposal for these has not been received as yet.
2. McTigue house sale. A. Cunningham reported that Kathleen McTigue has repaid the loan USNH made to her several years ago when she purchased her home. In addition to \$56,000 already paid, another \$5,600 will come to USNH upon the sale of the house, which was scheduled to take place earlier today (9/12/13).
3. Nominating Committee. A. Cunningham noted that the nominating committee is supposed to include a board member according to the Bylaws, and she asked board members to think about serving on the committee. The committee meets the 3rd Monday of each month, at 7:30 pm.

Agenda for Oct. 20 Congregational Meeting

P. Rae distributed a tentative agenda for the Fall Congregational Meeting and a summary of pertinent Bylaws statements.

As required by the Bylaws, the president will present a statement of the Board's goals and a plan for achieving them for congregational review and approval.

The agenda will also include discussion and approval of the compensation package the Ministerial Search Negotiating team will be permitted to offer a ministerial candidate.

Other agenda items are reports from the minister and treasurer and approval of Minutes from previous Congregational meetings (Dec. 2, 2012 Regular and Special Meetings, the June 9, 2013 Annual Meeting, and Sept. 8, 2013 Special Meeting).

The board agreed on the agenda. P. Rae will publish it with the notice of the meeting; the notice will also mention that the meeting will start at 1 pm after a light lunch; M. Donohue will try to arrange for the monthly soup luncheon to be held Oct. 20.

The board began a preliminary discussion of goals, and many ideas surfaced, particularly with regard to enhancing communication between members of the congregation and the board. Full discussion of these ideas and others will be the focus of the board's October 10 meeting.

Staffing Report

E. Melcher reported that Tisha Ferguson is digging in at her new job as congregational administrator. As agreed at the August 8 Board Meeting, Jesse Greist worked additional

hours on administrative tasks in the month prior to her arrival and has been paid for the extra work time (40 hours).

Beloved Community/Right Relations Task Force

A. Cunningham reported on her meeting with Jean Rosenthal, Susan Meredith, and Charisse Hutton, who wish to build on the earlier work of the Right Relations Task Force to begin implementation of Right Relations within the congregation this winter. By way of review, she distributed J. Rosenthal's "Draft Timeline of Right Relations at USNH compiled Sept. 2, 2013", which followed the activity of the Task Force (co-chaired by S. Meredith and C. Hutton) from its establishment in 2004 through its development of policy and initial efforts at implementation in late 2007/early 2008.

No formal programs have been offered since then, other than a workshop on Community Mediation in May, 2011. J. Rosenthal et al. are seeking board approval to develop an implementation plan this fall, with the idea of launching the plan in January, 2014.

In discussion, board members agreed with the need for right relations work and a formal plan of action. Concerns were raised that to be effective the plan must involve everyone – leaders and non-leaders, adults and children – through congregation-wide activities, and that it must proceed beyond words to concrete action.

ACTION: A. Cunningham to tell J. Rosenthal et al. they can go ahead with the planning process, with the caveat that the plan take a congregation-wide view, getting everyone involved and making right relations a congregational goal. The three will be invited to a Board meeting later this fall.

Ministerial Compensation Committee

A. Cunningham reported a three-member ministerial compensation negotiating team is now in place and has begun working on a compensation package to be included in the mid-November job posting for a new minister. The team, comprised of herself, David Stagg (Ministerial Search Committee), and Lisa Anderson, will submit its recommendation to the board at the October board meeting; following this, the proposal will be brought before the congregation for approval at the Oct. 20 Fall Congregational Meeting.

Adjournment

After a brief discussion of the board's upcoming governance meeting Sept. 17 and matters related to the Sept. 20-21 governance retreat, the meeting was adjourned at 9:02 pm.