



**Second Unitarian Church of Chicago**  
**Board of Trustees**  
October 14, 2015  
Minutes  
Approved November 11, 2015

**Board of Trustees present:** Susan Zeigler, Tom Denio, Jim Redlich, Erin Rusmi, Darrin Weatherspoon, Roger Wykes, Karen Fort, Molly Rossow

**Staff present:** The Rev. Emmy Lou Belcher, Andrew Zallar

**Guests present:** none

**Meeting Kick-off**

- Chair's Welcome – Susan called the meeting to order at 7:04pm. The Board recited the covenant and everyone checked in.
- Karen made a motion, seconded by Molly, to approve the September Board meeting minutes. The motion carried.

**Staff Reports Review and Discussion**

- Congregational Administrator's Report
  - Buildings and Grounds: Andrew met with the Building, Infrastructure, and Grounds (BIG) Committee and discussed budget allocation and recruitment for the team. The possibility of dividing "building" and "grounds" into separate sub-committees was discussed. Jim and Andrew de-cluttered identified fire code violation areas and continue purging and de-cluttering of the church in general. A gardening plan is in progress. Andrew thanks Jim for his pro-bono handyperson services. There is a new plan for the east planter: the east planter will stay, a new handicap zone sign will be erected on the east side of the west planter, and the bike rack will be removed. Andrew is researching snow removal services and will have chosen one by mid November. Due to increased rat citations, he called the city about rat baiting and will also call pest control.
  - Finance: Andrew met with the finance committee and started an internal financial review with Jackie Dienstag and Jonathan Dunmore. They hope to have recommendations to bring to the November board meeting. Andrew produced a late pledge report to be sent out to pledge units (families or individuals) who are 25% or more behind on their pledge.
  - Sexton search: Andrew reviewed over 300 candidates and narrowed them down to 4. Phone interviews will be conducted this week, with in person interviews the following week. The new sexton will likely start on December 1.
  - Space sharing: 7 upcoming rentals have been scheduled for October – December. We discussed the need for a board member or other volunteer to serve as event sexton for the ONE Northside fundraiser.
  - Software: Andrew will increase his time spent working on tech issues and software updating. He will provide a timeline for software implementation at the next board meeting.
- Minister's Report – On Friday, October 16, Emmy Lou will be attending the zoning meeting for Rosecrance Lakeview. Rosecrance Lakeview is a mental health and substance abuse treatment facility scheduled to open soon, which has been receiving push back from Lakeview neighborhood associations and individuals who do not want Rosecrance in their neighborhood. Emmy Lou will be attending the zoning meeting in support of Rosecrance.
- DFD's report – Raquel submitted a written report.

**Board Retreat**

- The board retreat will take place Saturday, October 17, 9am-1pm at 2U.

**Safe Congregations**



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- Two alternates are needed for the Safe Congregations Committee. The board agreed upon a nominee, whom Tom will ask.
- Molly agreed to research the concern brought forth by the Social Justice Council about the need to have a policy and a team to respond to racial and other identity-based bullying. The board will also review the COMS policy in the bylaws and discuss whether this is a Safe Congregations or COMS issue.

#### **Adam's First Service**

- Susan brought up the idea of a service led by the board and council about what 2U has been up to while Adam was on sabbatical. The plan is to deliver this service on the first Sunday when Adam is back from sabbatical.

#### **Congregational Health**

- Council Report
  - Emmy Lou will reach out to Marianne to discuss the piano accompanist contract.
  - Testimonials for the Special Gifts Campaign will be at the beginning of service during announcements.
- Nominating Committee
  - The board approved two board-appointed Nominating Committee position nominees who Susan will approach.
  - The Nuts and Bolts leadership training is scheduled for October 24. Molly will do the board portion about how to start a group. Board approval is needed for committees. Other groups do not need to request board approval but the board reserves the right to decline approval for groups not in line with the values of the church.
- Buildings, Infrastructure, and Grounds
  - Tom will speak with Tyler and Monica regarding leadership and team member suggestions for the committee
  - A prioritized list of projects is needed
- Sunday Services Committee
  - Feedback Emmy Lou has received for her services has been positive.
  - We discussed reminders that Adam is on sabbatical – there is one in the order of service and one spoken in the board welcome.
  - Emmy Lou explained the reason for moving announcements to a different time in the service: 1. Multitasking is difficult. It is difficult for people to write checks and listen to announcements at the same time. 2. The offering is a sacred practice. Smaller faiths brought suit about separation of church and state because larger churches received state funding. The offering is an act of freedom of religion.
  - Emmy Lou brought up the need to keep plate sharing recipient speeches brief.

#### **Finance Review and Discussion**

- Treasurer's Report: Our pledge income for September was below budget but year to date is still ahead. We received a distribution from the Fitts Trust (the philanthropic trust established by Jane Fitts for which 2U is the beneficiary). The amount was \$16,595.00, which was about \$950 more than anticipated in our budget. As treasurer, Jim will send out a letter to falling behind pledgers. The letter will be sent to those who are 50% behind at the end of the first quarter. We discussed last year's shortfall in pledges and decided it's too late to do anything about that now. Upon recommendation of the Finance Committee, the board decided to hold off paying back the Fleishman Fund \$3,000 for one month.



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- In response to a question by the social justice council chair, Jim moves that the board authorize councils, committees, and teams to shift money in their line items as they see fit within their annual total amount budgeted, as long as dues are satisfied in the original budget. Erin seconds. The motion carries.
- Jim will continue revising the 2U Personnel Handbook and will present at the next board meeting. Jim and Tom are still working on recommendations for the vacancy on the Endowment Committee.

**Fall Fest**

- Kimberly is having a hard time getting volunteers for the Fall Fest. Many strong leaders needed to step down this year and more volunteers are needed for the Fall Fest to happen. There will be an announcement this Sunday, with specific roles needed, and clipboards will go around during coffee hour.

**Adjourn**

- Darrin motions to adjourn at 9:24pm. Roger seconds. The motion carries.