



**Second Unitarian Church of Chicago
Board of Trustees**

December 9, 2015

Minutes

Approved January 13, 2016

Attendees

Trustee	Attending (Y/N)	Trustee	Attending(Y/N)
Susan Zeigler, Chair	Y	Darrin Weatherspoon, Past Chair	Y
Tom Denio, Chair Elect	Y	Roger Wykes, Council Chair	Y
Jim Redlich, Treasurer	Y	Karen Fort, Trustee	Y
Erin Rusmi, Secretary	Y	Molly Rossow, Trustee	Y
Staff	Attending (Y/N)	Staff	Attending (Y/N)
Rev. Adam Robersmith	N - sabbatical	Andrew Zallar, Congregational Administrator:	Y
Emmy Lou Belcher	Y		

Guests Present: Fany and Mia from Choo Choo Chicago

Meeting Kick-off

- Chair's Welcome – Susan started the meeting at 7:05.
- The board recited the 2U Covenant.
- The board checked in, led by Susan.
- Darrin motioned to approve the minutes from November meeting, Tom seconded, the motion carried.

Visitor(s) Presentation – Choo Choo Chicago

- Currently have 8 kids, 2 teachers, Mia is full time coordinator, year round program with affordable tuition and play-based curriculum
- Mia has been running the program out of her home and is proposing to move the program to the church
- Fany and Mia presented on the need for affordable day care in the Lakeview neighborhood and their plan to grow Choo Choo Chicago while keeping the program small and family-oriented
- They believe this partnership between Choo Choo and 2U will benefit 2U with greater exposure and increased membership
- They presented their five year lease proposal with plans for rent, space use, timeline for licensing (with start of space sharing in June 2016 and start of five year lease in December 2016), and operations plan.
- Mia will work with Raquel to determine storage of Choo Choo's equipment on Sundays and 2U's equipment during the week.
- Discussion of church events during the week and how that will work with the daycare program here. Scheduling will need to be adjusted in collaboration. Mia suggested 2U create operations plan so they can work around our events. Doors will be locked between daycare program and church events.
- Discussion of safety requirements, zoning, and liability insurance.
- Mia and Fany would like a decision from 2U by the end of 2015 and the lease signed by the end of January.



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Discussion after presenters left

- Compared rent with hourly renters at 2U and rent charged to preschools by other UU churches
- Need buy in from congregation – their timeline is not realistic
- Concern about costs to get building up to code
- Concern about giving up use of space
- Plus sides – consistent income and helping to provide good quality childcare that the community needs
- We need more information, from fire marshal and DCFS before we can make a decision. The deadline is unrealistic and we will come up with a counterproposal.
- Tom motions that the board agrees to the fire marshal inspection on Jan. 21 and agrees to the concept, contingent on the results of the inspection, subject to negotiation of agreeable terms and approval by minister and congregation. Roger seconds. All in favor. Susan will call Mia and let her know tomorrow.
- Emmy Lou and Susan will email Adam to make him aware of this situation and tell him we're not making a decision until after he returns.

Chair Announcements

- Coverage needed for Board welcome on 12/13 – Erin will do it!
- Board chat date – move to 12/20 Theme is canvas – Mary Helen will be involved.
- Cookies and raffle will be done Sunday, December 13.

Evergreen Festival Debrief

- Numbers – \$22,000 – exceeded budget! Net income is \$9,420 with the chance to increase this with Ipad raffle sales ongoing through December 13. Special Gifts donations to date, including \$7,500 in matching gifts, total \$12,571 with a target of at least \$15,000
- Roger suggests we set up a Fundraising task force to plan with communication and liaison to the board. They will think about fundraising more broadly than one event. Reach out to folks involved in Fall Fest for group brainstorming meeting on fundraising throughout the year. Mistakes were made on both sides and board and fundraising group need to be part of the process going forward.
- Andrew and Emmy Lou suggested creating a book for the event, that the fundraising task force will use and add to/change going forward. Everyone will email Jim instructions and timeline for their role in the Evergreen Fest by Dec.15. Jim will upload it to the board Google Drive.

Darrin will email the survey to the board and council: fill it out by the end of the year.

Staff Reports Review and Discussion

- Congregational Administrator's Report
 - Membership purge – volunteers needed – board (Tom), pastoral care, and membership (Judy) – who hasn't made a contribution/shown up in a year – contact people by January



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10 to see if they have moved away and if they want to remain in the directory – UUA
deadline for membership numbers is February 1

- o Database utilization survey
- Minister's Report
- DFD's Report

Update on Board Retreat Action Items – Susan

- Time and Talent Survey
- Marketing

Political Activities Policy

- Review of current policy – policy is that we can advocate issues but not support candidates
- We need to make the congregation aware of the policy on an ongoing basis

Congregational Health

- Council Report – Roger – no council in December
- Committee/Other Church Group BoT Liaison updates
 - o BIG – Tom – furnaces were services, broken pipe fixed
 - o Fundraising – Jim – no report
 - o Nominating – Susan – haven't found new nominee, need to change term lengths to staggered three year terms to be part of annual meeting
 - o Sunday Services Committee – Emmy Lou – no report

Finance Review and Discussion

- Treasurer's Report
 - o We have a surplus but low pledge compliance per month
 - o Holding off UUA "fair share" payment to make sure we have it in our budget by the end of the year
 - o New budget: increasing discount (need to make more pledges to get the same amount of money), may need to cut expenses, high pledges have moved and new pledges are not high pledgers, Andrew and Raquel's raises are being moved from January to July, staff benefit and insurance costs increasing – alternatives? SJC will move organizational dues and Night Ministry dues out of their budget

Adjourn

Erin motions to adjourn at 10pm. Susan seconds. Motion carries.