



Second Unitarian Church of Chicago Board of Trustees

Minutes

June 8, 2016

Approved July 13, 2016

Board Members and Staff Present

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	N
Erin Rusmi, Secretary	Y	Molly Rossow, Trustee	Y
Staff	Attending (Y/N)	Staff	Attending (Y/N)
Rev. Adam Robersmith	Y	Andrew Zallar, Congregational Administrator:	Y

Guests Present: Monica Drane, Dana Hill, Dan Lewis

Meeting Kick-off

- Chair's Welcome – Susan called the meeting to order at 7:13pm.
- Adam led the board in a shared recitation of the covenant
- Check-in led by Adam
- Darrin motioned to approve minutes from May meeting with an edit. Molly seconded. All in favor.
- The board reviewed the agenda and made additions.

Guest Speaker – Monica Drane (20 minutes)

- Monica review of proposal and cost for landscaping and answered questions
 - What we currently have needs higher maintenance than we have resources for. The most expensive components of the plan significantly decrease maintenance needs.
 - The concept design includes particular ideas to decrease damage caused by dogs.
 - The plan for the front is focused on being low-maintenance, welcoming and inviting, and attractive to renters. We have a relationship with a landscape designer who is also willing to work on the back yard later. Monica would like to start the front yard redesign in July.

Illinois Council Against Handgun Violence Proposal – Jim

- Jim motions to join the Illinois Gun Violence Prevention Coalition. Susan seconded. After discussion Jim withdrew his motion and will return to it after the congregation has a chance to provide input.
- Darrin suggested in making this the topic of a board chat to provide more information. Erin suggested inviting someone from the Illinois Council Against Handgun Violence to provide education to the congregation and answer questions.

Finance Review and Discussion

- Treasurer's Report
 - Pledges came in strong. We will have extra money (\$17,000) at the end of the year, but we took money out of the reserves, so it's not really a surplus. Jim suggests we wait until July to decide what to do with the "surplus." Options include: repay Fleishman Fund, repay Building Fund, roll over to next fiscal year (starting in July) and start new Director of Faith Development and Music Director earlier than September (August 1 or August 15), increase our budgeted UUA payment to 50% of our Fair Share level, increase next year's Repairs and Maintenance to a realistic number, plan ahead for Adam's next sabbatical



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- Discussion regarding surplus
 - Jim moved that the 2016-2017 budget be adjusted to enable an August 15 start date for the new DFD and Music Director utilizing the anticipated surplus. Erin seconded. The motion carried with one abstention.
 - Jim moved that \$3500 from the income surplus be devoted to the landscaping project. Susan seconded. The motion carried with one abstention.
- Support for young adults, Ashley Boyd and Ben Polson to attend General Assembly
 - The board doesn't commit to pulling from the budget but commits to pooling resources and reaching out to the community to make sure they can go.

Executive Session re: Congregant

- Susan motioned that we enter executive session and invite incoming board members and congregational administrator. Darrin seconded. Motion carried.
- Darrin motioned that we come out of executive session. Jim seconded. Motion carries unanimously.
- Roger moves that effective immediately the board of trustees of 2U temporarily suspends Laura Clark's access to the building and premises while the board of trustees further assesses Laura Clark's membership and access to 2U. Darrin seconded. The motion carried with one abstention.
- Susan will find crisis intervention resources as an alternative to calling the police. She will share these resources with church leadership. The decision of who to call (crisis intervention or police) is up to the discretion of church leadership.
- Susan will contact Laura and inform her of the board's decision.

Hiring of Music Director and Director of Religious Education (5 minutes)

- Board member needed on Music Director search committee
- Job postings will go up by June 15 to interview July 10-20 and start beginning to mid-August

Staff Reports Review and Discussion

- Congregational Administrator's Report
 - Next month we will remove exiting check signers and add new ones
- Minister's Report – Adam submitted a written report
- DFD's Report – Raquel submitted a written report

Update on Board Retreat Action Items

- Marketing/Fundraising Committee (Tom and Susan)
 - Susan reviewing survey draft with Myra on June 14th
 - Next Meeting Sunday, June 26, 2016 after the service in sanctuary

Congregational Health (15 minutes)

- Council Report – Roger
 - Social Justice – we need a new Night Ministry Coordinator. Kerry is done with this role by the end of the month.
- Committee/Other Church Group BoT Liaison updates
 - BIG – Tom – no report
 - Nominating – Susan – need to appoint to committee



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Governance and Policy (10 minutes)

- Approval of Electronic Document Storage Policy
 - Molly motioned that the board approves the Electronic Document Storage Policy, with noted amendments. Tom seconded. The motion carried.
- Executive Committee Meeting to review HR policies – Susan proposes the executive committee meet soon to discuss the following before the next staff members get hired. She proposes the executive committee meet twice a year.
 - Timesheets
 - Pay schedules

Recognition of outgoing board members

- Susan thanked exiting board members for their service
- Jim commended Susan for her service in her role as board chair this year

Adjourn

- Darrin motions to adjourn. Jim seconds. The motion carries and the meeting ends at 10:58pm.