

August 13, 2008

Minutes--First Unitarian-Universalist Church of Detroit

Board of Trustees

Call to Order: A regular meeting of the board of Trustees was held in Memorial Hall on August 13, 2008. President Alicia Biggers called the meeting to order at 7:10 pm.

Members in Attendance: Alicia Biggers, Dan Wiest, Alma King, Sharlene Gage, Linda Darga, Bill McKnight, Dave Lingholm

Members Excused: Trey Greene, Ivan Cotman, Rev. Drew Johnston (on vacation)

Guests in Attendance: Janice Berry after 8:00 pm

Opening Thoughts: President Alicia Biggers

Consent Agenda:

Officer Reports:

- President (none)
- Treasurer
- Secretary (Minutes of June Board Meeting)

Committee/Program/Portfolio Reports:

- Women's Alliance

Approval: Motion made to approve the Consent Agenda. **Passed**

Unfinished Business:

--Policy Centered Board

- Phone Tree (Approved. Need copy of exact wording and then will add to Policy Book)
- Building Access (Key) Policy (Draft).
 - As presented it is procedure; needs "why" for policy.
 - Require \$20 Deposit on key or key card
 - Need annual review of who has keys; to be done by minister or building manager.
 - **Action:** Dave **moved** draft as written be tabled until next meeting. **Passed.** Sharlene and Alma will work on new wording to include ideas discussed.
- Disruptive Behavior Policy (Draft)
 - Discussion. Review past written policy on panhandling and include that.
 - Ad hoc committee as mentioned in policy draft would only be used as need arises.
 - **Action:** Alicia will update and resubmit.
- Rental Use of Facilities Policy
 - Procedure presented. Need policy as to why.
 - **Action:** Bill will work on the why or policy part.

--Canvass 2009

- Canvass should be ongoing
 - **Action:** Need an analysis of areas of weaknesses of Canvass 2008. Trust was in charge; Bill can analyze as member of Trust.
 - **Action:** Check with Membership Committee to be sure new members are given pledge card when they sign book to join. Alma can check on this.
- Nominating Committee can be considering people for Canvass Comm. **Action:** Alicia will inquire with Jim Harvey to support after September Board meeting.

--Board Support

- Alicia needs all responses to "Meeting Wizard" request for Sat. times, dates to meet to learn about the Logic Model for planning.

--Minister Review 2009

- Motion passed from June meeting for Minister Review. **Action:** Alicia will contact Sally Borden who made the motion to check on the status of the process.

New Business:

--Memorial Funds; Next Step/Update (Janice Berry)

- Get wording for Memorial Fund Committee approved at May Congregational meeting into By-Laws
- Establish 3 members for the Committee as wording states.
- **Action:** Contact Jim Harvey, chair of Nominating Committee, to have Nominating Committee find possible members and have a list for Sept. Sharlene will contact Jim Harvey about this.
- Potential names for committee: Janice Berry; Mary Neale; Mildred or James Robinson
- Memorial Fund Amount according to Dan Wiest:, previous treasurer. Savings in General Fund, \$5361; Investment Fund \$6200. Total amount: \$11,561

--Disability Equipment Plan Up Date (Janice Berry)

- Approved by Board in Nov. '08 (in minutes)
- It will be publicized in Newsletter; Order of Service; Pulpit announcement
- Lee Thume and Janice still need to work out a few specific details for the lende, lender
- Janice passed out example of copy of form to be use if someone has something to offer for use

--Dally in the Alley

- **Action:** Saturday, Sept. 6. Board members need to staff table there from 11:00am to 6:00 pm. Volunteers Please!!
- Reminder of need for Church Brochure. Linda will look into further development of one.

--Announcements:

- Meeting Wizard Request for Logic Model planning (See Above)
- Sept. 6; Dally in the Alley
- Sept. 28; MOSES Social Justice Public Rally
- October 18; Chili Dinner Fund Raiser
- August 17; Potluck after Service, Diamond Jack Boat Trip on Detroit River (Membership Committee)

--Other

- Brief discussion about possible fundraisers. Service auction is a possibility.

Next Meeting: Wednesday, September 10, 2008 7:00PM

Adjournment at 8:45 pm.

Respectfully submitted by Alma King, Secretary

Attachments:

1. Year End (6/30/08) Income Statement
2. Balance Sheet—6/30/08
3. June 2008 Minutes
4. Disruptive Behavior Policy (Draft)
5. Building Access/Key Policy (Draft)
6. Use of Facilities Policy (Draft)
7. Women's Alliance Report
8. Board Contact Information
9. Memorial Funds Committee Proposal
10. Disability Equipment Plan (from Nov. '07 Minutes)
11. Agenda for Aug. 13, 2008 Meeting