

May 13, 2009

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 May 13, 2009. President Alicia Biggers called the meeting to order at 7:06 PM.

Members In Attendance: Alicia Biggers, Dan Wiest, Alma King, Sharlene Gage, Bill McKnight, Dave Lingholm, Dessa Cosma, Rev. Drew Johnston. **Excused:** Linda Darga
Absent: Trey Greene **Guest:** Len Zettel

Opening Thoughts: Rev. Drew Johnston

I. Consent Agenda:

A. Officer Reports:

1. Alicia Biggers, President. May Written Report. (Attached)
2. Sharlene Gage, Treasurer. Income & Expense Statement for April '09; Balance Sheet for April '09. (Attached)
3. Alma King, Secretary. Minutes of April 2009 Meeting. (Attached)

MOTION: Dave Lingholm moved that the consent agenda be adopted. Seconded by Dan Wiest. **PASSED**

B. Committee/Program Reports

1. Written Report submitted by the Social Justice Committee. (Attached)

II. Minister Report: Rev. Drew Johnston

- A. Themes—The theme for this church year has been honesty. Proposed theme for next church year is leadership development. There needs to be accountability and responsibility. A new kind of leadership needs to be nurtured because there is a disconnect because ideas are proposed but little initiative to follow through. “Project Management” is needed. One model of leadership needs to be decided on and utilized.
- B. Canvass—Current model of the rolling canvass is not flourishing. Reevaluation is needed and perhaps reorganizing. Part of the problem may be due to lack of publicity and communication with canvassers. Rev. Drew with talk with canvass leaders.

III. Unfinished Business

A. Portfolio Round Table

1. Worship—Alicia: Committee has not decide how they might use the welcoming trustee for the summer services.

2. Membership—Alma: (1) Since Drew has been here 35 people have signed the Membership Book with 28 being active. There are 10—15 people interested in signing or resigning. (2) All are invited to the SOUL concert on Friday, June 5 at 7:00. \$10

3. Building & Grounds—Bill: (1) Thanks to Linda D. for finding someone to repair roof leak over one of the rooms Sugar Law is renting. (2) Some plastering done, also. (3) Using Job Corp to prepare 2nd floor area for Sugar Law worked out. (4) Can carpet squares like those used on 2nd floor be used for McCollester Hall? Needs discussion. (5) Cooling for 2nd floor. Drew: cost estimate for central air--\$15,000 but may be able to be done for \$10,000. Other option is individual window air conditioners. Bill will check window air conditioner prices and specifications at Home Depot and Lowe's. Alma will check same at Costco.

4. Life Span Learning Task Force/Publicity—Dessa: (1) Task force has met and has written a charter. In attendance were: Rev. Athena Kolbe, Dessa, Sharlene, Rev. Drew. Purpose is to develop educational activities for Church and community and enhance the Sunday experience. Volunteer childcare isn't working. There will be 2 paid staff for this managed by Rev. Athena. A committee of 4-5 will be established with assistance from the Nominating Committee with Rev. Kolbe as ex-officio member. (2) Community Service will not be part of Life Span Learning. Membership Committee will be asked to consider including this in their tasks. (3) Pride Day will be Sunday, June 7 in Ferndale. Farmington UU Church has made contact with us to share a table for literature and to publicize that we are a welcoming community. Table would cost \$150, but cost would be shared. Waiting for confirmation from Farmington people.

5. Social Media/AVIT/Communications—Dave: He and Dessa met with AVIT group. They are having difficulty with writing their charter to become a committee.

6. Finance—Sharlene. Organ Concert profits.

MOTION: Sharlene moved that the donation from Thelma Murriel for \$1000 and \$400 from ticket and CD (as of 5/13) be kept in a Temporarily Restricted Fund for organ upkeep. Seconded by Alicia. **PASSED**

B. Policy Centered Board/Revised Draft Policies

1. Fundraising policy. Policy was passed on April 8, 2009 with some changes in language. Final wording: In order to maintain a healthy church, it is the policy of the Board of Trustees to support friend-raising and fundraising events to generate additional revenue to fund the church. All events must be approved by the board, follow all IRS guidelines for fundraising and honor the mission of the church. Finally, all donations made to an event are for the event only and will not be counted toward a member's pledge. Instead, the appropriate amount will be credited for tax reporting purposes.

2. ACTION ITEMS: Policies to be completed—aligned with Portfolios when possible.

a. (1c.) Public Relations/Publicity—Trustee: Dessa

b. (3a) Building maintenance; (3b.ii) Building access—alarms /codes; (3c.) Building use, (i.) Members; (ii.) Rental; (iii.) Special events; (iv.) Handicapped access. Trustee: Bill & Dessa to assist on (iv.)

c. (11a.) Use of alcohol on Church property. Trustee: Alma

d. (6) External Affiliations/Groups. (a.) Vendor policy; (i.) All holidays; (ii.) All events. Trustee: Dave

e. Social Media. Trustee: Dave

f. (2a.i) Personnel Manual—Job descriptions. Rev. Drew and Alicia

C. Canvass 2009—See Minister’s Report

D. By-Laws (Update)—a few more changes based on informal meetings with congregation. Submit any more corrections to Linda. New by-laws to be voted on May 31.

E. Budget '09-10.

MOTION: Dan moved to approve the proposed Budget for '09-10. Seconded by Dave. **PASSED**

IV. New Business

A. Welcome Trustee—June Schedule. Filled for 4 Sundays in June.

B. Draft Agenda for Congregational Meeting May 31. Suggestion made that in New Business discuss the Draft Comprehensive Plan before voting on '09-10 Budget.

V. Announcements—

1. Michigan Policy Summit, May 16, Cobo Hall

2. Annual Congregational Meeting, May 31. Potluck also.

Closing Words: Rev. Drew Johnston

Adjournment: 9:31 PM

Respectfully submitted,

Alma King, Board Secretary

Next Meeting: Wednesday, June 10, 2009 7:00PM Memorial Hall

Attachments:

1. Agenda for May 13, 2009 Board of Trustees Meeting
2. President's Report—May, 2009
3. Treasurer's Reports—Income & Expense Statement, April '09; Expense Statement, April '09
4. Minutes for April '09
5. Social Justice Committee Report for May 2009
6. Final Draft of By-Laws
7. Final Draft By-Law Modifications
8. Operating Budget Before Discretionary Items Sheet
9. Two Year History and Forecast for Fiscal Year '08-'09
10. Updated List of Policies Completed or to Still Be Completed
11. Draft Agenda for May 31 Annual Congregational Meeting