

MINUTES

Meeting of the Board of Trustees

First Unitarian Universalist Church of Detroit

September 14, 2011

Organizing Principle: First Unitarian Universalist Church of Detroit is an urban center for spiritual renewal and social justice in Detroit.

Call to Order: A regular meeting of the Board of Trustees was held in Memorial Hall on September 14, 2011. President Sally Borden called the meeting to order at 7:08pm. The following was read by the board members: *"We covenant to work together in honesty, kindness and respect for each other as we carry out our elected responsibilities to do the business of this church to the best of our abilities. We are a religious community. Let us move forward in love."*

Present: Rev. Roger Mohr, Sally Borden (President), Robert Johnson (Vice-President), Kathe Stevens (Secretary), Sean McAde, Sandra Thottakath. Absent, Marilyn Mitchell (Past President). There was a quorum.

Minister's Opening Remarks: Rev. Roger Mohr has met with all board members except one. He will be gone the first week in October to a district minister's meeting. He is planning an Assistant Dynamics Training at the end of October, focusing on how people relate to each other. There was a discussion on whether the Minister's Report should be a written report, or focused on centering or spiritual topics? It was agreed to discuss the issue at the leadership retreat.

Consent Agenda:

Officer's Reports:

- *Secretary, Kathe Stevens:* Dan Wiest moved to approve the minutes from the August 10, 2011 board meeting as presented, Robert Johnson seconded; passed unanimously.
- *Treasurer, Dan Wiest:* Dan distributed "First UU Detroit Balance Sheet As of August 31, 2011" and "First UU Detroit Profit & Loss As of August 31, 2011."
 - Profit and loss income is \$9,000 because \$15,000 was withdrawn from the trust to pay off all bills. Dan will readjust the budget to include an extra month of expenses not budgeted due to our expectation that EMEAC would take over payment of bills.
 - \$1,200 was collected through a sidewalk sale and parking lot fees for Dally in the Alley, after providing documentation to city officials.
 - We have received a \$400 invoice from accountant Ryan King for the IRS problems with Social Security.

- Ryan advised that he has discovered First Church has not filed quarterly IRS Form 941 statements for a year and a half. Dan will retrieve the necessary information to make sure statements are filed in the future. Ryan King's help may be necessary.
- EMEAC will now be receiving rent money, not First Church. We are still not sure if EMEAC will be paying the air conditioning and boiler payments. The EMEAC treasurer will continue to bring this matter up for discussion.

Committee/Program Reports:

- *Worship, Robert Johnson:* Robert Johnson and Kathleen Jacobs Johnson will be co-presidents. The committee is gearing up for its retreat. New members have been recruited, the committee is vibrant.
- *Building and Grounds, Robert Johnson:* B&G will maintain care of the sanctuary and oversee sound equipment and anything else pertinent to the physical structure of sanctuary. All rooms necessary for the People's Kitchen have been fully cleaned out, ahead of schedule.
- *EMEAC Transition Task Force*
 - Elayne Sikelianos, Sharon Mills and Kathleen Jacobs Johnson will work directly with People's Kitchen.
 - A study is being done for keys; they will be authorized at Fred's Key Shop.
 - Jenn is submitted bills to EMEAC to pay.
 - Jenn is going to submit a job description and apply to see if she can transition.
 - EMEAC is going to hire a cleaning service.
 - The deed will transfer before the first of the year.
 - Appraisals of the Prentis Lot have been obtained. EMEAC wants to buy the lot. It was suggested that we maintain control and rent the lot to EMEAC. There was a lengthy discussion on the advantages and disadvantages of maintaining ownership of lot. Will First Church need the lot for memorial services, events, Sunday service, Vespers?
 - The Task Force is considering a ceremony/celebration when the building is turned over to EMEAC .
 - There will be forums to explain to the congregation how the Cass Commons will work.
 - There will be an informational session this Sunday in coffee hour in Memorial Hall. EMEAC may or may not be able to be there. The board and task force will be introduced.

- *Church Brochure:* Robert Johnson will work with Marilyn Mitchell on the proposed brochure; especially getting input from younger members.
- *Proposed Budget:* Dan Wiest will update the proposed budget and present it at the board retreat.
- *Minister's Office:* Ivan Cotman has moved out so that Rev. Mohr is able to use the office. Sean McAde will fix the leaking toilet in the office or turn off the water if it can't be fixed. Rev. Mohr will leave the door open rather than installing a window and marring the wood. There is no telecommunications access at this time. Robert Johnson and Rev. Mohr will work out that issue
- *Board/Leadership Retreat:* Congregants who are leaders will be invited to the retreat as we move into the visioning process, i.e., the board, trust, transition task force, minister search committee. Rev. Mohr will formulate the agenda and lead the retreat. A focus of the leadership retreat needs to be long term vision for the congregation, not the building.
- *Task Force to Prioritize Next Steps:* It's assumed that next steps will progress with the transfer of the building; the item will be added to the leadership retreat agenda.
- *October Board Meeting Minutes:* Dan Wiest graciously offered to take minutes at the October board meeting, in Kathe's absence.
- *Publicizing VP Role:* Sally provided a summary of the VP's role to board members. The expanded role will be publicized in the newsletter and on the listserv. Dan Secrest will be asked to do a summary under the "Governance" tab on the website.
- *Roy Zimmerman Concert:* The concert, to be held September 29 at 7:30pm, has been cleared on the EMEAC calendar. Tickets are \$15, with an 80/20% split on profits between Zimmerman and First Church. Food will not be served.

Adjournment: The meeting adjourned at 8:36pm.

Respectfully submitted,

Kathe Stevens, Board Secretary

NEXT MEETING: WEDNESDAY, OCTOBER 12, 2011 – 7PM – MEMORIAL HALL