

MINUTES

Meeting of the Board of Trustees *First Unitarian Universalist Church* December 12, 2012

ORGANIZING PRINCIPLE: First Unitarian Universalist Church 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 on November 14, 2012. President Sally Borden called the meeting to order at 7:05pm and the board read aloud together: "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 were Rev. Roger Mohr, Sally Borden (President), Cynthia Zurschmiede (Vice-President), Marilyn Mitchell (Past President), Kathe Stevens (Secretary), Dan Wiest (Treasurer), Marsha Bruhn, Sean McAde, Danny Rebb and Sandra Thottakath. Guests: Sherry Wells, Matt Friedrichs. There was a quorum.

Rev. Mohr opened the meeting by expressing thanks for working together.

MINISTER'S REPORT: Attendance is up, membership is going well, and finances are going well. Rev. Mohr reminded the board that he will be gone for two weeks in February, the 4th through the 18th, to work on his doctorate but will miss only one service. He will advise of an on-call minister. The

Sally Borden gave a warm welcome to newly-appointed board member Marsha Bruhn, noting that church governance documents such as the constitution, bylaws, policies, etc. are available on the website, and provided Marsha with the board's policy of conflict resolution.

Guest Matt Friedrichs, attending at the invitation of board member Danny Rebb, was also introduced.

SECRETARY'S REPORT: *It was moved by Dan Wiest, seconded by Sandra Thottakath, to approve the minutes from the November 14, 2012 meeting as presented; passed unanimously.*

TREASURER'S REPORT: Dan Wiest presented *First UU Profit and Loss October 2012* and summarized a few items in his written report.

- Finances finished \$5,000 in the black this month, partly due to receipt of a \$3,000 insurance payment from EMEAC and Noel Night parking receipts of \$130.
- Rev. Mohr is owed \$6,100 for his 401k, an ongoing debt since Rev. Mohr's hire because the UUA lost his paperwork. Although Rev. Mohr expressed no concern about the debt, and Dan Wiest advised that a plan for payment has been under discussion between him and Rev. Mohr, Sally Borden asked that a written agreement be drafted and presented at the next board meeting.
- Marilyn Mitchell reported that trust funds are at about \$150,000 and memorial funds in the endowment are about \$5,000-\$6,000.

It was moved by Kathe Stevens, seconded by Danny Rebb, to approve the financials as presented; passed unanimously.

COMMITTEE/PROGRAM REPORTS: *It was moved by Kathe Stevens, seconded by Cynthia Zurschmiede, to approve the PR/Development written report as presented; passed unanimously.*

- **Activities Coordinator– Sherry Wells:** Sherry had provided an email report which was not available in the board packet. Secretary Kathe Stevens will distribute Sherry's report post-meeting. Sherry led a discussion on management of material printed in the order of service and the involvement of the Communications Committee. There was consensus that each committee is to contact Office Administrator Tamara Halliburton to advertise meetings. Sally thanked Sherry for her suggestions and her service.

Communications Committee – Rev. Mohr: The next meeting, December 16, will be posted in the order of service. Participants are Rev. Mohr, Dan Wiest, Danny Rebb, Dan Secrest, Sean McAde, Sharon Mills and Sally Borden.

Worship Committee – Danny Rebb: Sally requested a report on who will be in pulpit on Sundays, who will be trustee of the day, etc. Danny reported that the report is not yet read; Sally asked Danny to work with the Worship Committee to submit the report by the next board meeting.

OLD BUSINESS

Report of Sub-Committee on By-Laws – Marilyn Mitchell. Sally provided to Marilyn Mitchell old versions of bylaws and constitution in her possession. Marilyn advised she is going to take a first run at editing a new draft consistent with the findings of the sub-committee and discussions of the board regarding constitution and bylaws provisions which are conflicting and present a report at the January board meeting.

Report on Media, Ministries, Projects, Plans – Rev. Mohr. Rev. Mohr has not yet discerned which social media is most effective for the church. He has received a report on how much it would take to upgrade tech in the sanctuary. The upgrades will be parsed out and the plan is to find out how to do much of the upgrades ourselves, in phases, since work done by component basis will be cheaper. Matt Friedrichs noted that he works for CrowdRise, a nonprofit fundraising entity.

Organ Fundraiser – Kathe Stevens: Kathe referred to her written PR/Development report.

New Church Directory – Sally Borden: Danny Rebb and Marilyn Mitchell will work together on the new church directory, removing that responsibility from Tamara Halliburton. The issuance of the new directory should be in tandem with the release of membership numbers to the UUA in February.

Archives – Sally Borden: Sally will meet with Leonard Combs of the University of Michigan library which is interested in First Church's archival material, which is in a bit of disarray. Sally will find out what will be First Church's ability to access our archives and if they will be digitized and the original documents returned.

NEW BUSINESS:

Alarm System – Dan Wiest: Dan advised that EMEAC will be reactivating the alarm system. He will report back on how this may affect the congregation's access to the building.

Living Wages – Dan Wiest: Dan presented some estimates on appropriate living wages for kitchen and administrative staff. Sally requested that Dan prepare a budget analysis.

ADJOURNMENT: The meeting adjourned at 8:35pm.

Respectfully submitted,

Kathe Stevens, Governing Board Secretary