

## MINUTES

### Congregational Meeting

#### *First Unitarian-Universalist Church*

January 29, 2012

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

**Call to Order:** At 12:30pm on January 29, 2012, President Sally Borden called to order a meeting of the congregation of the First Unitarian-Universalist Church. Sally introduced Rev. Roger Mohr and Governing Board members Robert Johnson (Vice-President), Marilyn Mitchell (Past President), Dan Wiest (Treasurer), Kathe Stevens (Secretary), and Sandra Thottakath. There was a quorum.

Sally explained that there were two items of business: approval of an amendment to the endowment fund section of the existing by-laws and approval of a budget through June 30, 2012.

**Proposed By-Law Amendment to Article IX – Endowment Fund:** Marilyn Mitchell introduced proposed amended language for Article IX, Section 1 of the current by-laws, regarding the Endowment Fund Committee:

SECTION 1. The Endowment Fund Committee shall:

- a. consist of two members, appointed by the Board of Trustees for one term of two years; further, both members shall have financial, accounting or business experience or credentials and shall make a financial contribution to the Church of not less than \$200 on an annual basis.
- b. author and implement policies and procedures, which shall be adopted by the Board of Trustees and published to the membership of the Church annually and shall govern the operations of the Fund.
- c. elect a chairperson and a financial/recording secretary who shall have the following duties:
  - i. The chairperson shall convene the Committee at least quarterly and more often as necessary and shall acknowledge promptly to the donor(s) receipt of each contribution to the Fund;
  - ii. The financial/recording secretary shall keep a record of (a) all monies received by the Fund, which shall be maintained separately from the operating funds of the Church and the assets of the Trust; (b) all expenditures by the Fund and distribution of Fund monies; (c) shall assist the Church Treasurer in maintaining accurate books and records of the Fund; (d) together with the chairperson, manage

assets of the Fund without the involvement of the Church treasurer; and (e) maintain minutes of the Committee and report to the Congregation at the Annual Meeting, and otherwise when called to do so.

- d. provide that the books and records of the Fund shall be reviewed or audited annually by an accountant or bookkeeper who is not a member of the Committee.

Sections 2 and 3 of Article IX remain unchanged. The proposed language would reduce the number of committee members required to two. Dr. Ivan Louis Cotman and Bill McKnight have agreed to serve and will be appointed pending passage of the proposed amendment.

It was **moved** by Robert Johnson, seconded by Danny Rebb, that the proposed by-law amendment as recorded above be approved; *passed unanimously*.

**Proposed Budget:** Treasurer Dan Wiest distributed a proposed budget to the congregation, "First UU Draft Budget July 2011 – June 2012." Dan highlighted actual income for 2010-2011 and the proposed budget to be implemented through June 30, 2012.

After discussion, it was **moved** by Mary Lou Malone, seconded by Linda Darga, to pass the budget as presented, through June 30, 2012; *passed unanimously*.

**Adjournment:** It was **moved** by Sandra Thottakath, seconded by Kathe Stevens, to adjourn the meeting; *passed unanimously*. The meeting adjourned at 1:03pm.

Respectfully submitted,

Kathe Stevens, Governing Board Secretary