

MINUTES
Regular Meeting of the Governing Board of Trustees
First Unitarian-Universalist Church of Detroit
Whole Foods Community Room, 115 Mack Ave, Detroit, MI 48201
August 19, 2015

CALL TO ORDER: A regular meeting of the Board of Trustees was held on August 19, 2015. Present were Kathe Stevens, President; Paul Chislett, Vice President; Danny Rebb, Secretary; Dan Wiest, Treasurer; Matt Friedrichs, Sydney Schaaf, and Dave Vaillencourt, Trustees-at-Large; the Reverend Doctor Stephen Butler Murray, Minister; and guest Joan Smykowski. Immediate Past President Marsha Bruhn and Trustee Joel Batterman were excused. President Kathe Stevens called the meeting to order at 7:01 P.M. There was a quorum of the Board.

ADOPTION OF THE AGENDA: It was **moved** by Danny Rebb, seconded by Dan Wiest, to adopt the agenda as presented; **approved**.

APPROVAL OF MINUTES: Minutes of the previous meeting having been distributed and reviewed, it was **moved** by Danny Rebb, seconded by Paul Chislett, to accept the minutes from the July 8, 2015 regular meeting of the Board of Trustees as presented; **approved**.

COMMITTEE COORDINATION AND COMMUNICATION:

No committees presented any information at this part of the meeting.

MINISTER'S REPORT: Rev. Murray advised that his first service with us on August 9th went well and he is looking forward to the next year as our minister and getting to know the members of our congregation.

PRESIDENT'S REPORT: Kathe Stevens summarized her written report and advised that since we have increased stability due to having hired a minister we will increase efforts regarding member recruitment. Danny Rebb and Joan Smykowski will coordinate entering new members into the Power Church software database. Kathe, along with 1st UU's EMEAC liaison Lencha Acker attended EMEAC's Leadership Transition Event held at the Commons and met EMEAC's three new Co-Directors, Will Copeland, Darryl Jordan, and Siwatu-Salama Ra. The event was held in the D. Blair Theater with 40 – 50 people in attendance.

TREASURER: Dan Wiest reviewed *Operating Budget FYE 06/30/2015* and answered questions. It was **moved** by Dave Vaillencourt, seconded by Paul Chislett, to adopt the report as presented; **approved**. The Finance Committee will meet and present a revised budget to the Board at its September meeting.

COMMITTEE REPORTS:

Building and Grounds Committee – Dan Wiest advised that a clean-up day was held on Saturday July 25th. He wishes to thank all those who volunteered at the event with a special note of additional gratitude to the Vaillencourt for all of the shrub trimming. Dan requested Danny Rebb update 1st UU's emergency contact list that hangs on the Commons bulletin board in the hallway next to the ramp door and that he also request EMEAC to update the Commons emergency contact list.

Care Committee – no report.

Centennial Committee – Danny Rebb advised he met with committee chair Colleen Dolan-Greene and Committee Member Kathe Stevens to continue the centennial planning process. They will continue to meet bi-weekly and will present a report to the board in September.

Child Care – Sally Borden submitted a written report.

Communications Committee – Dan Secrest submitted a written report that contained a request for four actions from the Board. 1. Establish a committee to activate PayPal on the church website. Dan Wiest advised that VANCO, not PayPal is the application that interfaces with Power Church and that the Finance Committee will work with the Communications Committee on this task. 2. Adopt two communication related documents he has written: A) Procedure for Publicizing Church Events and B) Communication Roles and Responsibilities. These two documents will be circulated to the Board in the September Board meeting packet and will be on the agenda for that meeting. 3. Consolidate access to membership information for access by members of the congregation by: A) Creating an online membership directory and B) printing and distributing updated paper church directories. Consensus of the Board is that Dan S. should submit a detailed proposal regarding the online directory. This will be included in the next Board meeting packet and will be placed on the agenda for the September Board meeting. Danny will print a master copy of a hard copy paper directory and verify its accuracy with all people listed in it before having it mass produced and distributed. Kathe will notify Dan S. of the Board's actions on these matters.

EMEAC Liaison – no report.

Finance Committee – no report.

Fund Development – Matt Friedrichs advised he will meet with Deanna McGraw, Planning Committee chair, to get some fundraising events going in the fall. Matt will also meet with Todd Ballou, Music Director, regarding the new hymnal fundraiser. Dan Wiest advised the Dally in the Alley is scheduled to be held this year on September 12th and a meeting will be held after our church service on Sunday, August 30, 2015 to discuss and plan 1st UU's participation in the Dally.

Membership Committee – Joan Smykowski submitted a written report and advised that we want more new members.

Planning Committee – Deanna McGraw submitted a written report.

Policy & Procedures *Ad Hoc* Committee – no report.

Social Justice Committee – no report.

Welcoming Task Force – Kathe Stevens advised that our Webmaster, Dan Secrest, has updated the church website to reflect the renewal of our status as a Welcoming Congregation. The committee will hold a final wrap-up meeting in September 2015.

Worship Committee – Danny Rebb advised the committee did not meet in July and the next time it will meet will be for the Annual Worship Committee retreat to be held on Saturday, August 22nd, 2015.

Young Adults – Sydney Schaaf advised that Aletha Oberdier hosted a Young Adults planning meeting / BBQ on Saturday, August 15th 2015.

OLD BUSINESS:

2015 Leadership Retreat – 1st UU's 2015 Leadership Retreat will be held on Thursday, August 27th from 6:30 P.M – 8:30 P.M. at the Grandmont Rosedale Development Corporation's main office at 19800 Grand River in Detroit. A follow-up meeting will be held at the same location on Saturday, October 10th, 2015 from 9:30 A.M. – 12:00 P.M.

NEW BUSINESS:

Approval of Hymnal Fundraiser – Dan Secrest submitted a written Fundraiser Request Form regarding this event. It was **moved** by Matt Friedrichs, seconded by Danny Rebb, to approve the request; **approved**.

Head Usher Position – Board consensus is that we find two understudies to assist the Head Usher with his duties.

Open Social Hour Coordinator Position – Marcellis, our previous Social Hour Coordinator resigned from his position without any advance notice. We will follow up on an old application from a previous applicant. Consensus of the Board is that even if someone is hired for this open position there still needs to be a congregant who oversees the entire Social Hour experience and this will be brought up at the upcoming Leadership Retreat. Dan Wiest will announce this Sunday that we need volunteers to help with Social Hour for at least one month.

2015 – 2016 Membership Directory – It is consensus of the Board that an updated paper directory be printed. Dan Wiest will give Danny Rebb access to the Power Church membership module and Danny will print a directory and verify each listing is correct with all those listed.

ADJOURNMENT: The meeting adjourned at 8:40 P.M.

Respectfully submitted,

Danny Rebb, Governing Board Secretary