

Unitarian Society of Germantown
Board of Trustees Meeting, July 28, 2015

Board members present: Linda Brunn, Bill Morrow, Margaret Kinnevy, Craig Miller, Tom Ott, Ann Schoonmaker, Susan Smith, Bob Williford.

Board members absent: Scott Wolkenberg

Others present: Rev. Daniel Gregoire, Rev. Kent Matthies (by conference phone)

The meeting was convened at 7:35 pm.

Tom Ott asked for a volunteer to be secretary for the year. Linda Brunn volunteered.

The June minutes were approved with **clarification that Ann Schoonmaker made the motion to use \$2500 from the Master Plan Implementation account to fund the planning study proposed by Brewer and Hauptman for an elevator.**

Vote to elect Board President: **Tom Ott was unanimously elected.**

President's Report by Tom Ott:

President requested a volunteer to sit on the Finance Council but no one present could meet on Tuesday evening. Tom will discuss with Michael Campbell, Chair of Finance Council, about another meeting time. Tom intends to attend but consensus was it would be desirable to have another representative from the Board.

Information item on driveway lighting and truck parking: (see Bill Blaisdel's B&G email report below.)

Members accepted that a temporary two-month lease as an experiment for the summer has been negotiated for the truck to be parked in the parking lot. Rent is \$125/month. Concern was expressed about aesthetics and crowding in parking lot.

MET Report (Kent Matthies):

Report including financials was received prior to the board meeting.

Kent commented on how pleased he is that the spending came in less than projected due to very conscientious work by Gloria and others.

Questions were raised about potential new signage on Lincoln Drive. Kent explained that one design might be three posts in a triangle so that banners could be seen by traffic on both sides of Lincoln Drive. Other signage in the area is being looked into as well. No final decision has been made.

Other issues are to be discussed further in the agenda.

Members' Reports

Governance and Ministry Task Force (GMTF): Margaret Kinnevy is board liaison, Linda Brunn and Tom Ott also attend; written report submitted by Margaret, minutes circulated by GMTF chair to board.

Covenant for Board of Trustees (see below).

Proposal accepted unanimously.

Proposal for re-formed Committee on Ministry (Ann Schoonmaker)

(Sent for review prior to board meeting. See below.)

Discussion emphasized importance of the committee making a plan itself for communicating to the congregation its purpose and function and when and how to contact its members. The committee will decide the terms for each member and a new chair.

Moved for adoption by Ann Schoonmaker, seconded by Margaret Kinnevy, accepted unanimously.

Rev. Daniel Gregoire questioned what this action meant for his position as Assistant Minister. He has a committee now as he moves to final fellowship that reports its evaluation to the denomination and is in an advisory capacity to him. What happens when he no longer has this committee but is still a minister at USG? The scope of the Committee on Ministry covers any issues between the minister, congregants, and staff. Daniel is supervised by Kent and has not been called by the congregation. He has the right to bring any problematic issues to the Committee on Ministry that he and Kent cannot resolve or think the perspective of the committee would be useful to other staff and congregants. If Daniel has a different status in the future, it may be necessary to further address the structure and scope of function of the Committee on Ministry.

Review of candidates for appointment to Committee on Ministry:

A recommended confidential list of potential members was reviewed. There were no objections to any of the candidates. Members asked for information on candidates they did not know. MET will also review candidates before Committee on Ministry has discussion with any potential members.

Discussion: 150th Anniversary Campaign:

What mechanism might we use to gauge the sense of the congregation about its willingness to go forward with the campaign?

Both the MET and GMTF reports asked the Board to address the issue of how the Board determines there is enough congregational leadership and energy to carry out a successful 150th anniversary fundraiser. For discussion purposes, \$150,000 perhaps paired with an expected \$150,000 bequest from Gary Bromberg has been suggested as the potential goal. In addition, a “legacy” program of deferred giving is planned to begin this fall.

Issues:

Is congregation more likely to get excited about a specific goal rather than the general concept of a campaign? Consensus was **yes**.

Is this the right time for a campaign when annual pledge campaign is so difficult?

Recent focus on deficit may predispose many to question why there should be a capital campaign in addition. Fear that pledge drive would suffer.

Info and research is needed to determine feasibility of any specific proposal. (Funds already allocated for feasibility study for elevator.)

Will more energy be fostered if we ask leadership in congregation for specific proposals?

How does capital campaign fit with the Master Plan?

Who remembers the Master Plan? **Agreement that board members will read Master Plan by September meeting (on website.)**

Proposed by Linda Brunn, seconded by Bob Williford: Two members of the board and two MET members will decide how to explore the capital campaign with the congregation. Craig Miller and Tom Ott will represent the Board. Agreement unanimous.

Next meeting scheduled for August 25. Tom Ott will poll the board to determine if enough members are available to meet. Meeting adjourned at 9:35 pm.

Linda Brunn, Secretary

Attachments:

Covenant for Board of Trustees

We will listen and respond respectfully, especially when in disagreement on an issue.

We will make every effort to arrive for meetings at the scheduled start time.

We will come to meetings having read all provided materials and prepared to provide informed, thoughtful responses to issues before the Board.

We will remember that we are conducting business for our church and will be mindful that decisions must be made in the context of our religious principles.

We will commit to checking our e-mail boxes consistently to look for announcements and information pertaining to ongoing Board work.

Proposal for re-formed Committee on Ministry
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The Committee on Ministry is a continuing body whose purpose is to assure the quality of the professional ministry within the congregation. It serves as an advice and support group for the minister and as a means of facilitating communication between the minister, members of the congregation, and staff. It ensures procedures that facilitate conflict resolution, including use of outside consultation when necessary. Confidentiality is maintained, with the exception of situations where it would adversely affect the welfare of the church. The committee reports to the Board of Trustees.

The committee consists of four members serving staggered three-year terms, one member rotating off each year. Members are recommended by the minister and committee, and approved by the board. Current members of the board or members of the Ministry Executive Team (MET) are not eligible to serve. The committee, with the participation of the minister, chooses its own chair. The chair reports to the board at least annually, with additional reporting as appropriate. The committee meets monthly, although not necessarily in July and August. The committee will provide informal opportunities for feedback from the congregation. The committee will inform the congregation at least annually of its existence, purpose, meeting schedule, and members.

Respectfully submitted,

Ann Schoonmaker
Andrea Parry
Gale Gibbons

Information item: Driveway lighting e-mail from Bill Blasdel (7/22)

August, Gloria, Carolyn Cotton and I met with the truck driver Shane Sullivan and Robert Gepner, the owner of the house near the junction of the driveway and parking lot, who is giving Shane a room for the Summer, and maybe much longer. Rob wanted to talk to me after Carolyn and Shane went into the Church to finalize the rental agreement.

I have been working on the driveway project for some time now, and planned to present a proposal the MET after Dave Deardon and I obtain an estimate of the paving costs. I had talked about it with Rob Gepner whose property is in the best location to provide power for any lighting in the lower section, 250' from the parking lot. After the meeting with Shane, Rob followed-up our prior discussion by stating that he wanted to have the lighting installed before the end of Summer. Rob proposed to pay for most of the lighting and provide the power to the lighting as his driveway contribution.

Rob wanted to position the lighting so as to not interfere with the possibility of USG widening the lower section (150') of the driveway and consult with us about the kind of lighting. With the tentative proposals to widen sections of the driveway top and bottom, the lighting would probably be on USG property and on Elmer's property in the middle at the narrowest part (100') of the driveway.

I would want the lighting to be the same or similar to any lighting that we might install on the upper part of the driveway. Elmer and I have a very tentative agreement to widen his part of the driveway to 20' so that 2 cars can pass each other in the first 150' near Johnson Street, with Elmer paying for power for the lighting on this section of the driveway. To make the arrangement permanent, the widening would of necessity require mutual 20' rights-of-way/easements to be filed against both of the properties.