

Minutes, USG Board of Trustees, July 24, 2012

Board members present: Tom Ott, Chair, Betsy Gabriel, Leni Windle, Andrea Parry, Marina Patrice Van Gossen, Walt Ceglowski, Dennis Strain, Treva Burger

Board Members absent: Linda O'Gwynn

Non Board members present: Rev. Kent Matthies

1. Minutes from June Board meeting approved.

2. End of 2011-2012 Fiscal Report Lee Meinicke presented the attached report. The year ended with a balanced budget but to do this, she was unable to pay the full amount due the UUA. The items in red were items she is working to resolve but which do not affect the totals.

3. Minister's Report and two items discussed in executive session presented by Rev. Kent Matthies.

4. Proposal for Establishing and Removing Policies submitted by Beth Lazer, Chair of Ministries and Programs. The Office Administrator is working with Chair of MPC to consolidate and organize all existing policies for easier access. This proposal is tabled for further review and discussion at the August meeting.

5. Board Volunteers to oversee Loan program Tom Ott and Norm Matlock did this last year. Can be done by one person. Marina Patrice Van Gossen agreed to do this for 2012-13.

6. Discussion of \$30,000 "deficit" in 2012-2013 budget A motion was made at the last meeting to send a letter to the congregation before the September meeting stating that there is \$30,000 planned to be taken from the CIF for building maintenance and improvements in addition to the \$57000 deficit already stated in the 2012-13 budget causing a total deficit of \$87000. There is a concern that this letter might cause unnecessary alarm and the situation will be explained in its entirety at the meeting in September.

Motion: to not send the letter. **Motion carried:** 8-0-0.

7. Proposal to Establish a Stewardship/Financial Council to coordinate and consolidate all the groups that manage the church's revenue. Board likes the concept generally, has some recommendations for revisions.

Motion: the Board requests that Walt Ceglowski convene a group to further refine and develop this proposal.

Motion carried: 8-0-0

8. Sullivan Assistance Fund needs a third member. Kathy Bonnano has resigned as Chair. Board recommends a phone call to Kathy to talk with her about reconsidering. Leni Windle agreed to do this.

9. Discussion of Board Retreat will be dealt with via email.

Motion to adjourn carried 8-0-0.

Respectfully Submitted,
Treva Burger, Secretary

July, 2012 Minister's Report

Unitarian Universalist General Assembly in Phoenix, AZ

Since the time I wrote my June board report (which I wrote a bit early) I attended the UUA Justice GA in Arizona. Twelve USG folks attended. Collectively we learned lots and were inspired to work ever more for justice in our home state. We attended superb worship services, workshops and public witness events.

Paternity Leave

I want to express again my heartfelt thanks for the generous paternity leave I was given. I took the second two weeks of my paternity leave starting immediately upon my return from UUA General Assembly. This period of time lasted from June 22 and end July 6th. I returned to preach on July 8th.

Starting up new Director of Faith Development and Intern Minister

I had two great meetings with Joan Javier at the General Assembly in Phoenix. Jody Whelden and I have been meeting weekly on the phone to clarify her roles and our mutual expectations. Both professionals have received a clear outline of their duties. Both of them will have support committees that will be staffed with USG volunteers upon their arrival. A number of the participant in Rev. Rob Keithan's Ministerial Support Committee will serve on Joan Javier's Intern Ministry committee. Gloria Smith has been working hard to create a comfortable, effective office space for Jody and Joan to share in the stage office. We have a new chair, desk and reconfigured computer for their use.

Jody begins her service in person on Sunday, July 29th. I am serving as guest preacher at the UU Buxmont fellowship on that day. Beth Lazer, the chair of the search committee will formally introduce Jody in the worship service. Joan Javier will begin with us on Sunday, September 2nd. I will be away on study leave that day and Betsy Gabriel, chair of the Staffing for the Future and the Vice President will formally introduce her in worship.

Bringing Jody and Joan on staff while Gloria moves to full-time and higher leadership provides great confidence and excitement about our great potential for touching people's lives in the coming year!

Church Administrator Job Descriptions

Gloria, Tom Ott, Betsy Gabriel and I have worked and completed the new Church Administrator Job Description. I feel it is an intelligent, clear articulation of what we expect Gloria to do in her new position. We will make this document available to you soon (via Dropbox!). Please read at your convenience and ask any questions or make any comments you wish.

Caring System

I was honored to officiate the memorial service for Elaine Kowaleski here at USG on Saturday, July 14th at 4 pm. There was a very good turnout of attendance by friends, family and church members. I was told by many people that Dave Tepper (Elaine's husband) and the entire family felt tremendously supported by our community.

Long time USG friend Hedy Tower died this month at the age of 99. Working with Hedy's family and great friend Ingrid Brown I am officiating Hedy's memorial service on Sunday, July 29th.

Vacation/Study Leave

I will take two weeks of study leave and one week of vacation starting Friday, August 10- Tuesday, September 4th. I will come into work in order to preach twice during that time: August 12 and August 26th. I will also come in for the August board meeting. During this time I will also make myself available to Jody Whelden regarding any pressing issues she has during her beginning time as DRE.

Rev. Kent Matthies