

UUCA Board Meeting - April 24, 2012

Attending Board Members

Ellen Beattie, Lyn Conley, Cindy Hoffner, Pam Kilmer, Conrado Marion-Landais, Jerry Moore, Grier Page, Joetta Prost.

Other Attendees

Rev. Anthony David, Scott Howell, Executive Director; Hildegarde Gray, VP UUCAEF Board

Ellen Beattie called the meeting to order at 7:00p.

Spirit And Community

Chalice Lighting

Ellen Beattie shared a reading from the hymnal.

Circle of Connection

Each Board member shared something that stood out for them during, this year of Board service.

Need To Know

Executive Report

In response to questions from Trustees on the report previously distributed, Anthony elaborated on these points:

- Anthony plans to take a 5 month sabbatical beginning 1/1/13 and ending 5/31/13. Rev. Marti Keller will be available up to 5/2/12 for pre-planning and again in late May. A Sabbatical Committee has been formed consisting of Mary Andrus-Overly, Mary Ann Oakley, DeAnn Peterson, Tony Stringer, and Joetta Prost serving as Board liaison. Developing a communications plan will be a vital first activity. They will also be available to help Anthony in planning, Marti in administration and other support as needed during the sabbatical period, developing a reentry process at the conclusion of the sabbatical as well as an evaluation process. There will be financial considerations, e.g. supplemental pay/bonus for Marti assuming CEO duties for 5 months, as well as any other additional related staffing and congregational costs (e.g. filling the pulpit).
- The Healthy Relationships Team, which recently performed a helpful mediation, is active although operating on an "as needed" basis.

- DRE selection: Mr. Barb Greve has orally accepted the offer to serve as a two-year Interim DRE beginning July 1, 2012. Michelle and Dana will continue their increased hours up to July 1, for which additional monies will be drawn from the interim DRE fund. Discussion ensued regarding salary for Mr. Greve. As per Executive Limitations, the Board must approve any increase in the base salary that was approved for this position in the FY12 Operating Budget, as it impacts the baseline costs for FY2013.
- The Annual Pledge Drive co-chairs are Babs & Jerry Hajdusiewicz.
- The Sanctuary Railing project is set to begin May 7 and be completed May 12. The company performing the work is Quaser.
- Playground up-date: Scott Howell presented the report from the independent playground inspector (Environmental Monitoring LLC (J Britt Meyers managing partner). UUCA was found to be 62% in compliance with current standards. The issues were listed. Fifty items were inspected; 19 were found to be substandard.
- Recommendations included:
 - Remove all of the playground equipment
 - Find a different location for the playground
 - Have one composite age-appropriate unit with proper borders

UUCA requirements

Safe playground
 Open by June 1 for APP summer session
 Partnership/space that meets all users needs
 Congregational ownership
 No false moves

Four distinct approaches to developing a quality playground were discussed.

- Ground zero - Contract with pros to create flat open unencumbered play space.
- Gospel according to the inspector - Contract w pros and volunteers to remove all equipment, rebuild retaining all, and install new fence
- Status Quo+ - UUCA volunteers remove equipment; Creo-cote railroad ties; Replace fence after summer session
- Revisions/recycle/reuse - Contract with professionals to recycle existing equipment and wood begin to reshape footprint of playground.”

Some bids are in on option 2 and the Executive Team is waiting for the written proposal from a vendor on the fourth approach and hopes that will be acceptable. It includes re-visioning the playground, recycling the old materials and reusing where possible. This proposal could also be completed in phases.

Scott brought forward some potential funding sources:

- APP “surplus” [\$15K revenues exceeding expenses YTD]
- Miracle Sunday [special ASK - \$10K]
- Emergency Capital Reserve

Moved & seconded to authorize the use of up to \$25, 000 of the Emergency Capital Reserve as a contingency for repairs to the playground. **APPROVED 9-0**

Moved & seconded to request the UUCA Endowment Fund allocate the remainder of their FY12 grant to UUCA to defray the cost of the playground improvements. **APPROVED 9-0.** Following the vote discussion continued. The UUCAEF might provide a matching grant. The playground situation should be on Town Hall Meetings’ agenda as well as other communication with the congregation to get buy-in.

Finance Report

No questions were raised on the reports distributed prior to the meeting. All is tracking well.

Generosity Committee

In addition to securing the Bell-Hajdusiewicz as Co-chairs of the pledge drive, an action plan is being formulated to conduct an Every Member Canvass this year. While one member of the original committee has resigned due to work obligations, Carol Ann Arvan has agreed to serve. Larry Wheeler, UUA Stewardship Consultant and former UUCA member, has been contacted about providing training.

Decisive Action

Board Committee Reports

- **By-Laws:** Joetta Prost introduced the proposed language of the motion to be presented to the congregation to amend the Bylaws to eliminate duplicate calls to ministry at UUCA.
 - **Moved and seconded** that the Bylaws be amended as specified in the table titled Summary of Proposed Bylaws Changes for Congregational Meeting on May 20, 2012. [see attached] **APPROVED 9-0.**
 - **Moved and seconded:**
 - That the Bylaws be amended by inserting the acronym UUA into a sentence in Article II. PURPOSE.
 - The current sentence: “UUCA is grounded in the principles of the Unitarian Universalist Association, valuing community, diversity, spiritual growth and development, social justice, and involvement and participation.”
 - The sentence will be amended to read: “UUCA is grounded in the principles of the Unitarian Universalist Association (UUA),

valuing community, diversity, spiritual growth and development, social justice, and involvement and participation.” **APPROVED 9-0**

- **Moved and seconded** to amend the Executive Limitations G. Asset Utilization by adding #5. “Grant the status of an official UUCA group without having a Board approved operational policy that defines the purpose, criteria, rights and responsibilities of such groups.” **APPROVED 9-0**
- There was a sense of the board that part of the policy should include that the board should be notified of any new official UUCA groups.
- **PEM:** Ellen led a discussion of end of Board year evaluation of the Sr. Minister. Since this was the last official meeting of this Board of Trustees it was appropriate to determine if the work this year of the Executive was working toward the stated Ends of the UUCA. Using the comprehensive April Executive Report as a record of activities it was **Moved and seconded** that this Board acknowledges that the Executive has made progress toward UUCA’s Ends in the program year 2011-2012 **APPROVED 9-0**

UUCAEF Board Nominations

Discussion took place about the nomination process for UUCAEF Board members. A number of incumbents have served multiple consecutive terms. The UUCAEF is reviewing policy around board term limits. **Moved and seconded** to nominate Emilu Bailes, Frank Chew, and Mary Crawley to a new three year term to the UUCAEF Board, **APPROVED 9-0**

Board Care

Congregational Meeting and Town Hall Meetings

Ellen discussed the mailing for the Congregational Meeting. It will include information about absentee voting which is only for the elections. You must be present to vote for the Bylaws amendments. Quorum requirements are 10% for elections and 20% for bylaws. This was calculated as 138 eligible voters. Everyone was encouraged to attend Town Hall Meetings. A sign-up sheet will be created to ensure adequate Board representation. Candidates for election are also encouraged to attend. It was suggested that an agenda be created for the Town Hall meetings and a FAQ list be made available. Refer people to the Above Board article in the May UUCA Newsletter for additional information.

Go In Peace

Announcements

Ellen Beattie announced her recent promotion at the International Rescue Committee to Regional Director of the Atlantic Region. The Board expressed gratitude to Ellen for her leadership as Board President this year.

Observer’s Insights

Ellen Beattie offered her observations.

Closing words

Ellen Beattie gave thanks for the time we have had together.

Meeting adjourned at 9:45 p.m.

Lyn Conley, Substitute Secretary