

Abraham Lincoln Unitarian Universalist Congregation

Board Meeting Minutes - July 10, 2007

Present:

Mike Haynes, President
Gwen Childs, Vice-President
Jeffrey Bennett, Treasurer
Carol Floyd, Secretary
Martin Woulfe, Minister
Carley Mattimore
Delinda Chapman
Henry Farrington
Scott Wade
Patricia Hunt (guest, possible fundraising event)

Absent:

Cececilia Haasis
Bill McCall

The meeting was called to order at 7:10 pm

Check-in. Attendees to the Board meeting shared personal experiences and milestones over the past month.

Inspirational reading: Gwen Childs read an item which originally appeared in the Readers Digest by Sydney J. Harris "I pride myself on being intelligent"

Patricia Hunt was invited to present the concept of Dog Days of Summer, which she had developed with her daughter Ashley (this is not a Fellowship Committee proposal). This undertaking is meant to be a fundraising event to support purchase of playground equipment. It would allow people to spend a day having fun with their dogs; and also local businesses which sell pet products or services to give free demonstrations and sell their merchandise. There would also be entertainment, vendors, and food. Vendors and adults (but not dogs or children) would have entrance fees. Patricia proposed that vendors be solicited with a cutoff date so that the undertaking could be put on a back burner if few businesses were interested in participating. Questions raised included: Do you use the church grounds or another site? Given the nature of our grounds, how do you control paid access? Can this event be done without the church budgeting startup and bearing significant financial risk? (the budget does not include start up for this) What are insurance and legal responsibilities--on other grounds or on our grounds? It was also mentioned that a date in September might result in cooler better weather and that possibly lead time considerations might make it more feasible next year

A motion was made, seconded and approved that that the event proposers continue to explore the feasibility, possible approaches, and time frames for a dog fair event.

The Minutes for the June 5 Board meeting were approved. In future months, the second draft of the minutes will be entered on the website so that Committee chairs have the information

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available before Committee Night. That is not feasible this month due to the late date of the Board meeting necessitated by the July 4 holiday.

Treasurer's Report. The Treasurer Jeffrey Benefit gave a brief financial report that included a description of his transition into the role.

Minister's Report: Martin Woulfe described his summer schedule that involves no Sunday sermon until 8/27 but continued Sunday visibility, administrative work, organizational work, weddings, and steady pastoral care. This high profile during recent summers has led to increased signing of the book during the summer months. Scott Wade also described how the Minister's Blog works

President's Report: Michael Haynes briefly described his experience with General Assembly in Portland and some of the materials he had gathered that others might use.

Committee Liaisons. Jeff Bennett as Treasurer is ex officio member of the Finance Committee. The following liaison assignments were affirmed:

Scott Wade—Religious Education plus, on an interim basis, Electronics & Communications

Delinda Chapman—Fellowship

Bill McCall—Membership

Carley Mattimore—Social Action

Gwen Childs--Facilities

Henry Farrington—Finance

Ceceilia Haasis will be invited to be liaison to the Program Committee

Calendar considerations for a Committee Fair to help recruit new committee members were discussed. Choosing either September 16 or 23 is likely as they are Sundays when Martin is in the pulpit; this should be coordinated with a potluck Sunday.

Playground/Piano Fund Details. The Board looks to the Finance Committee for advice on how these fundraising undertakings should be managed. Speaking to one particular aspect, Board members expressed doubts that the "refunding" issue raised at the Annual Congregational Meeting would be encountered if a cumulative approach were taken. In the case of the piano, also, an additional significant gift to the congregation is now pending. In the case of the playground equipment, not everything has to be purchased at once

Request to use building by Brownie troop. A member of the congregation has requested use of the building (rental fee waived) for twice monthly meetings of a Brownie troop she leads and related activities. The Board noted a desirable public service aspect and discussed various feasibility aspects including conflicting activities, building wear and tear, and snow removal. A motion was made, seconded, and approved that allows Amanda Mueller to use the building facilities (fee waived) on two Tuesday nights a month for the current year—with special events to be dealt with on a case by case basis.

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At the end of this period, the desirability and feasibility of waiver for this type of use can be better assessed.

Recruiting and selection of office manager. The job ad has appeared in the SJR, applications are being received thru July 27, and after initial screening up to 3 applicants will be tested on use of computer programs and other office skills. Individuals to serve on an interviewing committee are being identified. It was moved, seconded, and approved that \$150 be allocated for an outside contract for the testing process.

Severance pay for incumbent of office assistant position. As this position is being eliminated, the Board has determined that it is appropriate to pay severance—the calculation is based on two weeks pay for each year of service, rounding up to the next whole month. Rounding up, this calculation results in a payment of \$800. It was moved, seconded, and approved that severance of \$800 be paid to Stacy Tischkau, the incumbent of the office assistant position.

Contract for office copier. Martin Woulfe described the contract terms for the copier for the fiscal year. It was moved, seconded, and approved to ratify the contract for the copier covering one fiscal year.

Committee on Ministry appointment. The Committee on Ministry will be making an additional appointment due to the vacancy created when Gwen Childs was elected vice president of the Board and therefore resigned her position on the Committee on Ministry. It as moved, seconded and approved to sign off on the list that the Committee on Ministry has prepared to work with when making the appointment, with the removal of the name of one individual who is a friend of the congregation rather than holding membership status.

Board planning meeting. Observing that a very helpful planning meeting had been held a year ago as a kickoff for last year's board, Mike announced that he wanted to hold a similar planning meeting on a Saturday involving as many board members as possible. He will send out a follow-up email for the purpose of scheduling.

Scheduling of space in the building. Martin observed that the internal demand for space use has increased as the congregation has grown and activities have diversified. He has put together a second more visually helpful calendar using a dot system to supplement the first calendar that continues to exist. He suggested that a "committee on committees" concept be discussed at the planning meeting as a way to coordinate an increasingly complex organizational configuration and set of activities. More attention needs to be given to ensure that everything get on the calendar so that we do not run into cases of space being double scheduled for the same day and time.

The next Board meeting will be held on Tuesday August 7, 2007 at 7:00 pm. An inspirational reading will be provided by Jeff Bennett and snacks will be provided by Henry Farrington.

The meeting was adjourned at 9:23 pm.