

Abraham Lincoln UU Congregation

Board Meeting Minutes

July 11, 2006

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Ceceilia Haasis
Martin Woulfe, Minister
Henry Farrington
Carley Mattimore
Mike Haynes

Absent

Jeff Johnson
Bill McCall

The meeting was called to order at 7:03pm. Snacks were provided by Carley Mattimore. The inspirational message, read by Jim Redlich, was entitled “Hold Fast to Dreams”, a poem by Langston Hughes.

Members present introduced themselves, gave some background information, and mentioned in various ways their interests and previous involvement at ALUUC and organized religion.

Introductory remarks were made by Jim Redlich in which he noted that an ALUUC Procedures Manual exists and that it will be a challenge to see that all of the resources available are being used.

The minutes of the Board meeting of June 6, 2006 were reviewed, discussed, and approved with several amendments. Amendments proposed by Carol Floyd and by Henry Farrington were accepted. A motion to have the format of the minutes arranged to a more legible and more useful format as of July, 2006, was introduced, seconded, discussed, and passed. Some ideas expressed regarding the format included that minutes should minimize documentation of to and fro discussion, include the Minister’s Report as an attachment, and specify action plans.

Action: Responsibility for the change in board minute format was assigned to Jeffrey Bennett, the secretary. Board minutes are to be reviewed and comments rendered by all board members electronically prior to the posting of the minutes within 14 days of the meeting date. Given variation in the word-processing software that different board members use, the minutes will be circulated in both MS Word and generic word-processing format.

The Treasurer’s Report was delivered by Tina Layer with hard copies of the budget distributed to all. Phil Schaefer is the new accountant for ALUUC starting in July, 2006. Pledge statements for members of the congregation have been distributed and reminders have been sent to those who have not fulfilled their pledges.

Action: Tina Layer, Treasurer, in concert with Barbara Moore, will be developing a database to track congregation pledges.

The Minister's Reports from June and July, 2006, were distributed and discussed by Martin Woulfe. Martin has been making an effort to be more visible during the summer months and will be available to speak with new members. There are 8 new members this summer, new to Unitarian Universalism. Martin mentioned that he has completed a final fellowship, a notable recognition in the UU ministry. He reported that ALUUC had rented a table at the most recent General Assembly gathering in St. Louis and with the help of various members of the congregation, sold various items such as UU Posters, Bonnie Ettinger's music CD's, Labyrinth, and UU Decals for a net profit of \$1284.64, however inventory remains. There was some discussion marketing strategies for the remaining inventory over the next year.

Action: Tina Layer noted that expenses and profits from the sales should be submitted to the treasurer and Martin stated that he would do so.

Stacy Tischkau, office administrator, is back at work but still recuperating with the help of Mary Jo Stevens and Linda Haynes. Martin reports that as of July, 2006, there are 188 members of the congregation.

Jim Redlich led the discussion reviewing the ALUUC Bylaws. He mentioned his participation in the General Assembly in St. Louis and expressed the hope that there would be more involvement and more people attending from our congregation. He noted that at the various sessions that he attended, many of the congregation presidents had portions of their expenses paid by their congregations and that we should perhaps consider subsidizing ALUUC leadership to attend next year. Attendees from ALUUC have been paying for themselves. There were approximately 4000 attendees at the General Assembly in St. Louis.

It was noted in Bylaw discussions that the membership list is usually to be kept by the board secretary with redetermination of an updated list every October 1st in consultation with the treasurer and minister. Before any member is dropped from the list, consultation will occur with these two. Martin mentioned that 4 years ago, the membership list was updated, but developing a comprehensive source of information regarding who is and who is not a member underwent some discussion.

Action: Jeffrey Bennett will contact Scott Wade to determine the location of the most recent member list and will, with Tina Layer and Martin Woulfe, update the member list by October 1, 2006.

It was noted that board minutes are to be posted in a public place within 14 days of the meeting.

The president of the board is expected to present a written report of board activities to the congregation each year. Various chairs of board committees are to present reports to the board (president) yearly.

Board officers and their duties were reviewed from the bylaws. It was noted that board officers can be re-elected to the same position only once. The board can use up to \$5000.00 in discretionary funds without consulting the congregation each year. The board is in charge of personnel. Board meetings must take place at least four times each year (they have typically been held on a monthly basis). Roberts Rules of Order prevail at board meetings.

Committees of the board include Finance, Religious Education, Program, Facilities, Fellowship, Social Action, Long Range Planning, Electronics and Communication, Audit, and Membership

and Publicity. Committees of the congregation were discussed including the nominating committee, committee on ministry, ministerial search committee.

It was noted that the treasurer is expected to sign all checks for ALUUC disbursements.

Jim Redlich asked Carol Floyd to regularly highlight at board meetings tasks that the board needed to complete by dates specified in the board regulations.

Board committee liaison process was discussed and various board members were assigned as liaison to the various committees.

Action: The liaison person to each committee is expected to report within 2 weeks to the board president the status of the committee, potential future chairs, latest efforts, and needs of the committee (membership, other resources, etc). Henry Farrington is assigned to the Audit Committee, Carley Mattimore is assigned to the Social Action Committee, Ceceilia Haasis is assigned to the Religious Education Committee, Carol Floyd is assigned to the Long Range Planning Committee, Tina Layer is assigned to the Finance Committee, Jeffrey Bennett is assigned to the Program Committee, Mike Haynes is assigned to the Fellowship Committee, Jeff Johnson is assigned to the Facilities Committee, and assignments to the Electronics and Communication Committee and Membership and Publicity Committee still remain to be determined.

Action: Given the current uncertainties regarding committee structure, membership, and direction, the Committee Night for the month of July, 2006, is cancelled. Committees are still free to hold individual meetings regardless.

Further discussion of committee membership and how to recruit more members to the committees will take place at the board planning meeting scheduled to take place on July 22, 2006, from 9:00am to 12:00pm in the congregational building.

Martin Woulfe mentioned that he intends to obtain conference later this month on how to manage new members and to invite Ian Evison, former dean from the Meadville Seminary to Springfield for discussion of this and other topics.

A discussion of the year's calendar in overview occurred. The dates for this year's Trash and Treasures Sale were considered for October 13 and 14. Potential conflicts were mentioned regarding the Water Communion (tentatively September 10), the Youth Con (tentatively October 6, 7, and 8), and the Witches Ball (tentatively October 28). A question was raised as to when the overflow shelter is expected to open and dates that would be involved for that activity. Jim Redlich suggested that we consider whether the traditional spring fundraiser (Fantasy Auction) should continue in its present form or whether some other non-fundraising event should be planned. It was mentioned that Linda Haynes has researched the possibility of developing a congregational cookbook. Plans for discussion of a second fundraising event were tabled until the committee decides.

Action: Mike and Linda Haynes will confer with Delinda Chapman about having the Trash and Treasures Sale in September or October and report back to the president.

Ideas for a big event (non-fundraising) to take place in the Spring 2007 were discussed including a banquet, dancing, volunteer recognition, etc.

Further ideas for fundraising such as property disposition and space rental were mentioned. The need for further brainstorming about fundraising was mentioned and will take place later.

The planning session for board members on Saturday, July 22, 2006, is to tackle three issues: Congregation Goals, Programs to Implement (to achieve those goals), and Management of Programs and Assignment to these Programs.

The resignation of the Coordinator for Religious Education, Marla Johnson, was discussed and a motion was made to request that the Religious Education Committee provide recommendations to the board regarding what actions should be considered next. The motion was seconded, discussed, and passed. Jim Redlich plans on contacting members of the Religious Education Committee regarding a fellowship and plans for recognition of Marla Johnson for her service.

New Business was discussed and Jim Redlich noted that the UUA requires that all congregations have a policy regarding racial issues.

The next board meeting was scheduled for Tuesday, August 1, 2006, at 7:00pm. Henry Farrington will bring an inspirational reading and Jim Redlich will bring snacks.

The meeting was adjourned at 9:06pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

August 1, 2006

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Henry Farrington
Carley Mattimore
Mike Haynes

Absent

Bill McCall
Ceceilia Haasis

The meeting was brought to order at 7:03pm. Snacks were provided by Jim Redlich and the inspirational passage, selected and read by Henry Farrington, was taken from "Essay IX: The Over-Soul" by Ralph Waldo Emerson.

The members who were present shared various personal and spiritual issues and updates.

Approval of the minutes from the July 11, 2006 meeting was postponed until they could be distributed and reviewed electronically in their final draft form by the members of the Board. Both minutes of this meeting and the July 11, 2006 meeting will be discussed and approved at the next Board meeting for September. It was decided that meeting minutes will be transcribed and circulated electronically for review and draft correction by the secretary. Once a final draft is created, it will be then circulated to all Board members electronically for review prior to the following Board meeting and then approved at that meeting.

The Treasurer's report was given by Tina Layer who reported that she will arrange distribution of an electronic version of the financial reports. She noted a 30 page document that detailed all disbursements and credits and a copy was given to Henry Farrington, liaison to the Finance Committee. A new format for the financial report is in progress as data is being transferred to the new accountant. The Chair of the Finance Committee will be included in the distribution of this report. The pledge confirmation letters will be sent out to congregation members sometime over the next month by the Treasurer.

Action: The Treasurer will provide a report on the current pledge drive including total revenues at the next Board meeting.

Former accountant Chris Mower has been paid. The new accountant, Phil Schaefer, has begun writing appropriate checks from the ALUUC funds.

The Minister's report for July, 2006 was distributed and presented by Martin Woulfe. The Minister was present for most Sunday services. Two weddings (one involving a congregation member) have been performed. Professional meetings have been dormant per the usual mid-summer schedules. The Minister was invited and spoke to a gathering of hospice volunteers and staff from Alterna Care. Stacy Tischkau, the office secretary, is back at work. There are now a total of 189 members of the congregation. A New York vendor recently sent an email assuring

that the inventory of ALUUC items that were unsold from the General Assembly meeting has been selling. A net gross from sales minus the vendor's commission amount will be forthcoming. Martin's family is visiting Spain and he will join them over the next week for an 8 day hiatus. Berkley Moore will be available for ministerial needs during this period.

Committee reports were made (see attached hard copies) by the committee board liaison members appointed at the last board meeting.

Finance Committee (Farrington) report was heard and it was noted that Henry Farrington is now liaison to both the Audit and the Finance Committees. The endowment trust and funds management was discussed. The Finance Committee still has no chairperson selected.

Religious Education Committee (Redlich) report was made. Brenda Wade, the current Chairperson, has been quite active. At the most recent meeting, the calendar, attendance projections, and other items were reviewed. On August 27, 2006, there will be a teacher's orientation meeting. Brochures on ALUUC religious education will be updated and distributed.

Program Committee (Redlich, substituting for Bennett) was made. Sunday service programs are now fully planned for the months of September through December, 2006. Craig Bailey is the new Chairperson.

Facilities Committee (Redlich) report was given and it was noted that Kurt DeWeese is the only member. New recruits are needed.

Action: Jim Redlich will resolve the issue of who will chair the Facilities Committee.

Fellowship Committee (Haynes) report was given. The committee needs a chairperson as well as clearly defined membership. Several Fellowship Committee organized events such as the Circle Suppers have not yet been arranged.

Social Action (Mattimore) report was given. It was noted that there is a need for more formal accounting by and reporting to the Treasurer of income and expenses of the various committee projects. A new chairperson needs to be selected and more members recruited to provide continuity to current projects. Jim Redlich suggested that the Social Action Committee put the issue of a new chairperson and membership recruitment on the agenda for the committee's next meeting. The Social Action Committee will need input from the Finance Committee and disbursements and revenues will need to be tracked. Henry Farrington was asked by the Board to have the Finance Committee's Agenda include discussion as to how the ALUUC might handle the In-flows and Out-flows from the Script Program, and, arrive at a recommendation to the Board as to the action that needs to be taken.

Long Range Planning Committee (Floyd) report was made. There is no functioning committee currently.

Electronics and Communications Committee (Redlich) was given. There are currently only two members on the committee and who generate the directory and newsletter.

Audit Committee (Farrington) report was made. There are currently only three members on this committee.

Membership and Publicity Committee (Redlich) report was given. Mary Jo Stevens has expressed an interest in this committee's work.

Action: Mary Jo Stevens will be approached by Jim Redlich to be the new Chairperson of the Membership and Publicity Committee.

Another relatively new member of the congregation, Kathy Rem, expressed an interest in coordinating publicity but has stated that there are several basic questions regarding the nature and mission of ALUUC that the Board or congregation must answer first in order to facilitate such work. It was noted that one potentially underutilized point for publicity is that the congregation is the only UU congregation named after Abraham Lincoln, of particular note given location.

Committee night will now be regularly held on the third Tuesday of each calendar month at the congregational building starting at 7:00pm. All committees will be invited and Carol Floyd will preside overall.

The General Assembly resolution that requires each congregation to "...hold at least one program over the next year to address racism or classism, and to report on that program at next year's General Assembly" was discussed. Jan Droegkamp has volunteered to direct the process toward compliance with this resolution.

Motion: ALUUC responsibilities under this resolution of the General Assembly will be directed by Jan Droegkamp. The motion was made, seconded, discussed, and passed.

It was mentioned that among this year's attendees to the General Assembly, many brought back various ideas to enhance how the congregation participates in its mission. One idea (brought back and championed by Myra Epping) was to have more music in the Sunday services, specifically having two or three hymns that are played and sung during the prelude to a service to help gather, focus, and energize members. This idea has been presented and discussed by the Program Committee and adopted for the Sunday services during September. Another idea was the development of Small Group Ministries, a model in which 8 to 12 people can form a spiritually active group. It was noted that ALUUC has several groups already that might qualify as Small Group Ministries such as CUUP, the Book Discussion Group, the Build Your Own Theology Group, etc. The Board's consensus was that this model ought to be encouraged but should not be placed in competition with existing groups. The potential functions of Small Group Ministries and structural similarities to the Covenant Group model that was adopted within the latter part of the 1990's for many current groups at ALUUC was discussed. Gwen Childs has expressed an interest in developing the Small Group Ministries idea at ALUUC.

Action: Jim Redlich will encourage Gwen Childs to proceed with this interest and present to the Board on this issue at the next Board meeting.

The Coordinator for Religious Education (CRE) search process was discussed. Candidate name submission was encouraged via email to the Board. It was noted that Brenda Wade has brainstormed on much of the specifics of the CRE position such as weekly time commitments. Budget allocation of wages for the CRE was raised as needing clarification. Discussion followed the potential magnitude of the expenses. The previous CRE budget allocation was reviewed and

it was proposed that the Religious Education Committee be instructed to move forward with the search process and to submit candidate(s) to the Board with specification of the amount of money involved.

Motion: The Board directs the Religious Education Committee to coordinate search consistent with, but not necessarily identical to, previous search for a new Coordinator for Religious Education, but within the current budget allocation. The Board will consider adjusting the allocated amount. The motion was made, seconded, discussed, and passed.

The Board vacancy replacement process was discussed. The list of suggested candidates from the Nominating Committee was reviewed and discussed. Past practices of the Board were reviewed. It was mentioned that generating a prioritized list of candidates was part of previous practice. It was proposed that a smaller, 2-3 member Board subcommittee evaluate potential candidates and return to the Board a prioritized candidate list. Carley Mattimore and Carol Floyd were determined as this subcommittee's membership.

The July 22, 2006 Planning Session report was reviewed. It was mentioned that the session adopted a three tiered approach including the development of Goals and Objectives through some brainstorming, listing congregation Strengths. This was followed by discussed and development of Useful Strategies, and subsequently, more specific Action Plans. Further discussion of the Planning Session was postponed until the next Board meeting. The plans for a congregational photo-directory were mentioned as having been discussed with Scott Wade.

The Board passed on discussion of any Old Business.

New Business was discussed and included financial issues related to the fate of the currently unallocated Ruth Heckathorn funds.

Motion: The Finance Committee and the Endowment Committee will review and consider a draft proposal from Victoria Vincent for the ALUUC Policies and Procedures Manual pertaining to receipts, gifts, and other monetary contributions. The motion was made, seconded, discussed, and passed.

Potential artistic contributions to ALUUC were mentioned and discussed in the context of the need for approaches to contributor's desires for such items.

The Board meeting was voted into closed session and then returned to open session.

The next Board meeting will take place on September 5, 2006, at 7:00pm at the congregational building. Mike Haynes will furnish the inspirational reading and Carol Floyd will bring snacks.

The meeting was adjourned at 9:16pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

September 5, 2006

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Henry Farrington
Carley Mattimore
Mike Haynes
Bill McCall
Ceceilia Haasis
Gwen Childs (guest)

Absent

None

The meeting was brought to order at 7:06pm. Snacks were provided by Carol Floyd and the inspirational passages, selected and read by Mike Haynes, were taken from works by Mahatma Gandhi and Douglas Adams. Greetings were given to Bill McCall.

Members of the Board briefly took turns recounting recent personal events, future plans, and hopes.

Motion: Moves to approve the minutes from the July 11 and August 1, 2006 Board Meetings were consecutively made, seconded, and passed unanimously.

Tina Layer gave the Treasurer's Report in which she indicated that two documents had been received. The first, a final version of the financial statement from June 30, 2006 was distributed and reviewed. There is a need for accounting for what is in the two endowment funds. A draft of the financial statement for July 31, 2006 was distributed and reviewed, notably in a different format. The pledge drive has made progress and Barbara Moore is helping to send letters to those members who have pledged and letters to members not yet heard from regarding pledges. Pledges so far total \$124, 768.00.

Gwen Childs spoke about work that is underway to establish a small group ministry and described a brief background to the idea of and motivation for small group ministries, the functions of small group ministries for members, and some of her personal experiences at various other churches. It was noted that small group ministries form the "core of the church" in that they provide a needed spiritual and communal experience. The current plan is to have two small group ministries up and running for a series of 8 sessions by the end of September, facilitated by Gwen Childs and Jan Droegkamp. As new groups form for newer members, the series of topics employed in the first group maybe recycled while the older small group ministry moves onto different topics. There are several pieces of literature on the structure, facilitation, topical ideas, and function of these small group ministries.

Martin Woulfe gave the minister's report. Pastoral care visits over the last month have been constantly happening. Louise Giesecke, an elderly member now living in Virginia, is nearing the end of her life and plans for a memorial service at ALUUC are an eventuality. Scott Wade has been working on the membership directory. Angela and Martin have been working on the photo directory. An official calendar of congregational events for the July, 2006 through June, 2007 year is located by the office secretary's desk. A review of the membership reveals that about half have been members since before Mary Moore was the minister and the other half have joined since her departure. Martin projects that membership will reach 200 sometime over the next six months. Eight new members have signed up over this current summer, a second all time high. The increase in summer membership is attributed to the high visibility of the minister and his availability at services.

Jim Redlich gave the president's report. He noted a priority was getting the standing committee structure and membership revitalized. Kurt DeWeese will be chair of the Facilities Committee; Linda Haynes will be chair of the Fellowship Committee after the work with the Trash and Treasures Sale is concluded; and the Long Range Planning Committee still needs leadership and members. Barbara Moore appears almost ready to chair the Finance Committee. A fund raising task force is being formed by Jim, separate from the function of the Finance Committee, to decide how to do fundraising for the church best.

Action: Jim Redlich will form a Fund Raising Task Force to be in place and functioning to advise the President and the Board about best approaches to fund raising by November, 2006.

The Religious Education Committee wants to use different rooms for meetings with the current library to move elsewhere. Jim mentioned that his only stipulation was there be an official meeting room available at least somewhere. Moving the meeting room to the CRE room is necessary since the late adolescent membership has peaked and as a result, programs such as "OWL"(Our Whole Lives), a sexuality spirituality and education class, need more room than can currently be accommodated.

The issue of the proposed Truck Stop arose. Larry Shiner is still developing plans opposing the establishment of such. The Interfaith Committee met earlier today (September 5, 2006), and discussed the risk that a Truck Stop would increase underage drinking. It was mentioned that Truck Stops at other sites have been accompanied by a myriad of difficulties including truck drivers sleeping in their rigs and then leaving litter on the pavement. There currently, apparently, has been no official application for a zoning change; this is a necessary step to actually develop a new Truck Stop.

Action: Carol Floyd was appointed to monitor the situation and report back to the Board.

The Central Midwest District/UUA Liaison will be Deborah Cavanaugh-Grant. She will screen and triage the massive amount of communication and sort to various committees and individuals.

Committee Reports were heard from the liaisons to the committees as follows: Finance (Farrington); Religious Education (Haasis); Program (Bennett); Facilities (Redlich); Fellowship (Haynes); Social Action (Mattimore); Long Range Planning (Redlich); Electronics and Communication (Redlich); Audit (Farrington); and Membership and Publicity (McCall).

Action: Jeff Bennett will find out how ushers and various other partakers in the Sunday services are selected and report back to the Board.

From now on, Carol Floyd will keep the Board informed about any Bylaw related scheduled issues as the months progress. The chair of the Bylaws Committee may change.

Mike Haynes provided an update about the Trash and Treasures Sale. All of the chairpersons for the various committees formed and involved have been selected. Linda Haynes and Mike Haynes co-chair the Trash and Treasures Sale project. Mike will appear on TV on Channel 20, Thursday, October 12 during the program "Sunrise This Morning" to discuss the Trash and Treasures Sales event.

The draft "ALUUC Policy and Procedures Manual on Receipts, gifts, and other monetary gifts" (authored by Victoria Vincent) was discussed. One area of ambiguity is what becomes of donations made by wills and another area of uncertainty is what becomes of gifts made in memorial to someone. The draft Policy and Procedures Manual suggests that a Memorial Committee be formed that will clarify the purpose of such gifts to help decide where the money should go and then report to the Board. The draft of this Policy and Procedures Manual will be reviewed by the Board President and the Endowment Committee and Finance Committee for final evaluation.

The search for the Coordinator of Religious Education is in progress. Marla Johnson will continue to provide at least some transitional help.

The process for filling the Board vacancy is ongoing. A subcommittee (Mattimore/Floyd) identified and announced the names of four viable candidates who expressed an interest in serving in some capacity (a Board position or committee chair/member). A final candidate was selected after discussion by the Board.

Motion: A motion was made, seconded, and unanimously passed for Jim Redlich to approach the identified candidate to fill the vacant Board position.

The Board Meeting went into closed session at 8:45pm and exited closed session at 8:59pm. New Business was discussed. There is a need for an insurance review of the church. A contract for the copier needs to be revisited and the person in charge of doing this needs to be identified.

Action: Jim Redlich will speak with Brian Reynolds about managing legal details.

Perry Hinds has asked to rent church land for playing football and Frisbee. A quick answer is desired but the Board needs to know more and have some discussion before a decision is made. A boilerplate waiver of any church liability would be appropriate.

The next Board Meeting is planned for Tuesday, October 3, 2006 at 7:00pm. Tina Layer will provide treats and Ceceilia Haasis will provide the inspirational reading.

The meeting was adjourned at 9:12pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

October 3, 2006

Present

Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Henry Farrington
Mike Haynes
Bill McCall
Ceceilia Haasis

Absent

Jim Redlich, President
Carley Mattimore

In the absence of Jim Redlich, the meeting was chaired by Carol Floyd.

The meeting was brought to order at 7:08pm in the new meeting location, the former Religious Education meeting room. Snacks (popcorn and fruit) were provided by Tina Layer and the inspirational passage, selected and read by Ceceilia Haasis, was taken from "The Invitation". Nancy Ray, the newest Board member, was greeted by all. Nancy has served as an advisor to the Senior Youth Group and has provided an aesthetic touch to the church environment. Her dog is named Gizmo.

Mike Haynes has a new email at mhaynes@royell.org.

Members of the Board briefly took turns recounting personal events over the past month.

Motion: A move was made to approve the minutes from the September 5, 2006 Board Meeting, seconded, and passed unanimously.

The Treasurer's report was given by Tina Layer and a financial statement for August 31, 2006 was distributed and discussed. The church appears to be in good financial condition. This month there is additional activity due to the Youth Con being held this weekend. Last year's pledge drive has been completed with the help of Barbara Moore. New members to the church will be asked to pledge and members who have not yet responded to the initial pledge request will receive another invitation to pledge.

The Minister's report was distributed and reviewed by Martin Woulfe. Pastoral calls have been active over the past month.. There has been one wedding of the daughter of a church member. The Labyrinth Walk was held last week. Louise Giesecke passed and plans are for a memorial service to be held in the Spring, 2007. Martin will be writing a paper on Abraham Lincoln for presentation at the UUMA Prairie Group minister's study group where Berkley Moore will be the discussant. Martin will be in Racine, Wisconsin, attending the UUMA retreat from October 9 to 12. Circle suppers begin on October 21, 2006. The Religious Education search group will

be meeting on October 22 to interview two candidates for the position of Coordinator of Religious Education. The WUIS radio pledge drive will be attended by Martin who will be helping to answer telephones. ALUUC member pledges to WUIS can be used to garner air time for ALUUC plugs.

The President's Report was given by Carol Floyd. Barbara Moore is now chairperson of the Finance Committee. Perry Hines, an ALUUC member, has a Frisbee group for which he wants to use church grounds periodically. The Board decided that this would be allowed without fee, but that signatures would be obtained to avoid liability. Brian Reynolds will provide help on document review related to corporate, land, and tax exempt status but has made it clear that he will not be doing so as a lawyer and that he will not be providing legal advice. The Fundraising Task Force still needs a leader and Jim Redlich is continuing to search for someone to fulfill this role. The Truck Stop designee is Carol Floyd and rather than ALUUC taking a position on this issue currently, Carol will continue to monitor activity regarding this development. The Board will no longer allow farm equipment to encroach upon the parking area given the paved surface; Kurt DeWeese has completed a communication loop with the landowner and farm renter. The ALUUC has received a commendation from the Mayor's Office regarding member activities in staffing the homeless overflow shelter. ALUUC has received recognition from the UUA for payment of annual dues.

Committee reports were heard from liaison board members. The Finance Committee report was given by Henry Farrington. Social Action (Floyd) noted that Kurt DeWeese will be working with the Social Action Committee to develop accounting for the SCRIPS Program. Membership (McCall) has met twice over the last month with the main tasks of establishing how to greet new people, what to say, and to ensure signing of the guest book. A meeting in Palatine, Illinois was attended on "How to welcome new members to a church". It was mentioned that a balance must be struck between making newcomers feel welcome and overselling the church. Ceceilia Haasis recommended that certain people be designated "go to" greeters who guests could approach for information. Religious Education (Haasis) reported that on October 22, the CRE Search Group will conduct interviews with two candidates. Fellowship (Haynes) noted that Patricia Hunt will assist Linda Haynes and requests that Jim Redlich officially designate Patricia as co-chair of the Fellowship Committee after the hiatus due to the Trash and Treasures Sale. Program (Bennett) announced that the schedule of Sunday services topics and presenters is complete for this year through June 10, 2007, the last session before the summer schedule.

The Trash and Treasures Sale update (Haynes) noted that progress was being made on clarifying the list of volunteer helpers through Scott Wade as webmaster sending an all-congregation email.

Discussion occurred about the idea of developing an Aesthetics Committee that would interact or be part of the Facilities Committee in orchestrating the decorating, furnishing, and appearance of the public places of the congregation building and grounds. Individuals who have indicated a willingness to be appointed to such a committee are Debby Hagan, Nancy Ray, and Patty Patia. Discussion showed consensus about affirming the necessity for both such a working group; about the designation of these three individuals; about the hope that group activity would begin immediately; and the need to discuss at the next board meeting how it would fit into existing church structure including lines of communication and accountability.

The possible need for a Personnel Committee was discussed. ALUUC has several part-time or full-time employees, and members of the Board generally thought that there was a need to

further develop the personnel process and involve people who had personnel expertise within the church, but how members should be selected was undetermined.

Action: Ceceilia Haasis will obtain and bring to the next Board meeting the former policy regarding the Personnel Committee that was created two to three years ago and further discussion will be passed on until then.

The Endowment/Memorial Fund Policy was not yet discussed in the Finance Committee and will next be discussed in the October Board meeting in anticipation of additional input from multiple sources including suggested wording that would put all money bequeathed to the church or received with the church as beneficiary that is not specifically designated as to purpose into the Endowment Trust.

The search for a Coordinator of Religious Education is ongoing; Marla Johnson has agreed to help out meanwhile.

There was no old business and no other new business.

The next meeting will be held on Tuesday, November 7, 2006, at 7:00pm. Martin Woulfe will not be able to attend and will forward his monthly report. Henry Farrington will provide an inspirational passage and Ceceilia Haasis will provide the snacks.

The meeting was adjourned at 8:27pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

November 7, 2006

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Henry Farrington
Mike Haynes
Bill McCall
Nancy Ray
Brenda Wade (Guest)
Cathy Talano (Guest)

Absent

Martin Woulfe, Minister
Carley Mattimore
Ceceilia Haasis

The meeting was brought to order at 7:05pm. A selected inspirational reading from Lou Tice's "Small Talk" was read by Henry Farrington.

Members of the Board briefly took turns recounting recent personal events during check-in.

Motion: A move was made to approve the minutes from the October 3, 2006 Board Meeting, seconded, and passed unanimously.

The Treasurer's report was given by Tina Layer. A financial statement for September 2006 was previously distributed via email to Jim Redlich and subsequently to Scott Wade for posting on the ALUUC website. This has been a busy period with many church activities and the finishing up of the last year's pledge drive with a final, not yet discounted total income of \$126, 779.00 (projected income was \$128, 250.00). The pledge drive has now ended. Whether the congregation ends this fiscal year ahead or behind still awaits analysis by the Treasurer.

The Minister's report was distributed prior to the meeting via email from Martin Woulfe and reviewed at the meeting by Jim Redlich. As at least one highpoint, Martin Woulfe is now serving as treasurer for the UUMA Midwestern group.

The President's Report was given by Jim Redlich. A Pledge Drive chairman has been selected and Michael Plog has agreed to serve in this capacity. The Fundraising Task Force now has at least one member and Jim Redlich is still looking for other members. Various suggestions for fundraising activities have been generated.

Cathy Talano spoke on the proposal to establish a specific collection from the congregation for funding food preparation and serving to the SOS Shelter. The involvement of the ALUUC was initially toward the end of the first year's SOS period during February and March. Subsequently, ALUUC members participated for the entire period during which the SOS is active (November through March) with various members arranging to purchase and home prepare the entire meal at their own home and to then transport the food to the shelter. There has never been funding from congregational coffers. Some members have enjoyed the spiritual aspect of food preparation and

seeing others in need enjoying their preparations. Cathy Talano favored the proposition by Henry Farrington that would allow funding by the congregation. Ideas were subsequently exchanged on the mode of collection.

Motion: The Board motioned, seconded, and passed that an announcement of a special collection for food purchase and preparation for the SOS shelter would be made to the congregation.

It was further discussed whether the funds collected would be processed as part of congregational funds and disbursed accordingly by the treasurer or if they would be collected and spent independently of the treasurer's accounting.

Motion: The Board motioned, seconded, and passed that collection for the SOS shelter food preparation and serving will be processed through the treasurer.

It was further discussed and agreed that should funds in excess be collected in this process, that they would be spent in a like manner as decided by the Social Action Committee.

The Board went into closed session at 7:54pm and re-emerged at 8:03pm. A selection of a new Coordinator of Religious Education was agreed upon. Meg Schnake will be offered the position.

The Aesthetics Committee was discussed and prior discussion from the last Board meeting reviewed.

Motion: The Board moved, seconded, and passed that Pursuant to Section 2 of Article V of the Congregation Bylaws, an ad hoc Aesthetics Committee is created as a subcommittee of the Facilities Committee to be appointed by the Board President for the purpose of addressing issues relating to the decoration, furnishing, and appearance of the public areas of the congregation building and grounds.

It was noted that provisions for a Personnel Committee with specified purpose and functions already exist in the ALUUC manual. Recommendations were elicited by Jim Redlich on how to appoint members to this committee. It was the consensus of the Board that the currently existing policy be implemented.

Action: It was agreed that the President would move forward with appointing membership to this committee.

Committee reports were heard from liaison board members.

The Finance Committee report was given by Henry Farrington. The memorial fund policy is still pending.

Membership and Publicity Committee (McCall); it was noted that there are two strands that the committee is pursuing – first, to work with greeters to track guests and visitors (the membership

committee will be the greeters), and second, attracting people who come to the Sunday services and retention of such attendees through various means such as surveys.

Long Range Planning Committee (no liaison member appointed at this time)

Religious Education Committee (discussion already held as above mentioned)

Program (Bennett); the year's programs have been planned and service leaders assigned. Plans for a singer to perform during the January 7, 2007 service and children's focus have been arranged. Discussion and determination of the ushers for each Sunday services is required.

A review of the ALUUC Policies and Procedures by Jim Redlich reveals that it is policy that the Fellowship Committee is responsible for assigning who will be ushers for each Sunday service. Facilities (Ray); no new developments reported.

Fellowship (Haynes); the first meeting was held on October 27, 2006 with plans to begin meeting on Committee night as per other committees and to plan a potluck dinner after the December 10, 2006 Sunday service (Scott Wade is going to put this in the online calendar).

Possible family oriented events were discussed and the idea of fundraising through a congregational cookbook was disseminated among various interested members.

Jim Redlich encouraged all committees to send entries to the newsletter about committee related work or events.

Electronics and Communications (Redlich); the website is expanding with plans for the administrative section to serve as an archive.

Discussion took place regarding the use of the congregation building and facilities for Marina V, a music group who have stated that they would split 50-50 with the congregation any proceeds made at the door and furnish free publicity for the church. They have stated that they will need a sound system with a monitor and probably security personnel for the night of their performance. The benefits of having this group were discussed and there was general support. The Board resolved that it is in favor of having Marina V perform at the congregation building assuming reasonable accommodations in the spirit of currently existing policy with the understanding that there may need to be some modifications (e.g., whether to require a security deposit, how to arrange for a monitor, etc.)

The Board's position on the development of a Truck Stop was discussed in the wake of today's State Journal Register's article and the advice of a knowledgeable congregation member. It was noted that next week, before the city planning and zoning committee, Doug Kent, the relevant landowner, will be seeking to have two acres of land (that is already surrounded by city property), classified as commercial and getting condition use of the land to sell liquor and to post a sign 50 feet in height. Opposing this will be difficult unless it is done based on health and safety concerns. The official position of the ALUUC Board, after much discussion, is that the Board is monitoring the situation and encouraging members to participate in community discussion and action as each member sees fit.

The Endowment/Memorial Fund Policy was discussed. Carol Floyd suggested and volunteered to monitor the process of the policy development and to report to the Board on progress.

As part of Old Business, the future use of the church building for once monthly meetings of the "dream group" of church members which spun off from the Building Your Own Theology group was discussed. This group discusses personal confidential items of its members and therefore must remain closed and will not be listed in the newsletter. The Board sees no objection to this use of the facility as long as it does not interfere with other planned activities.

The next meeting is scheduled for Tuesday, December 5, 2006. Jeffrey Bennett will prepare an inspirational passage and snacks will be provided by either Ceceilia Haasis or Jim Redlich.

The meeting was adjourned at 9:11pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

December 5, 2006

Present

Jim Redlich, President
Carol Floyd, Vice-President (via cell speaker)
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Henry Farrington
Mike Haynes
Carley Mattimore

Absent

Bill McCall
Ceceilia Haasis
Nancy Ray

The meeting was called to order at 7:06pm

An inspirational passage from “The Four Loves”, Chapter 4, by C.S. Lewis was read by Jeffrey Bennett.

The Board members circulated greetings and updates with personal recounting of the past month.

Motion: A move was made to approve the minutes from the November 7, 2006 Board Meeting, seconded, and passed unanimously.

The Treasurer’s Report was presented by Tina Layer. The October finance statement was circulated and has a new, more readily legible and comprehensible format from that of last year. Victoria Vincent has worked to clarify the items needing accounting from the Social Action Committee. The Springfield Overflow Shelter (SOS) funding collected in November needs to be resolved into the overall Social Action line item in the financial statement.

The Minister’s Report was distributed and presented by Martin Woulfe. He is finishing up his year as President of the GSIA in this month. There are two new prospective members and a total of 197 members now on the congregational roster. The congregational website developed and maintained by Scott Wade with the help and input of many has undergone significant revision and the Minister’s postings have been deleted. These, once recovered, will be reposted. Minister Woulfe will be in Spain from 12/26/06 to 1/11/06.

The President’s Report was presented by Jim Redlich. The Aesthetics Committee as discussed and developed over the last two Board meetings is now operational with Debby Hagan, Nancy Ray, and Patty Patia. The Personnel Committee is revitalized and composed of Frank Kopecky, Chair of the Committee on Ministry, Brenda Wade, and Bill McCall. The Membership Committee has strengthened under the direction of Mary Jo Stevens, but she will be leaving. The committee will require new leadership. The Fund Raising Options Exploratory Task Force will be directed by Stacey Van Bogaert. The ALUUC website is now the repository of a password accessible archives section containing the Bylaws and other congregation documents.

An audit of last year's budget, coordinated by Victoria Vincent, is scheduled for December 16, 2006 at 9:00am.

The Board went into closed session from 7:41pm to 7:45pm.

Committee reports were presented by various Board liaison members. (Available written reports are separately posted). Fellowship (Haynes); Finance (Farrington); Electronics and Communications (Redlich); Membership and Publicity (Redlich); Program (Bennett); Social Action (Mattimore) Committee reports were all presented and discussed.

The Marina V Event, planned and coordinated by Martin Woulfe, is scheduled for December 23, 2006. Various aspects such as sound control and clean-up are arranged. There is a possibility that the Fellowship Committee may arrange to have concessions for sale during the event.

The Pledge Drive schedule was discussed given the need to have that component of the budget ascertained by June, 2007 and the relative lateness with which the drive was completed this year.

Action: Jim Redlich will ask Michael Plog, chair of the Pledge Drive, to discuss possible dates and venues during which to kick-off the Pledge Drive for Spring, 2007.

The Endowment/Memorial Fund Policy was discussed. There are several versions that have been generated since Victoria Vincent's initial document. The plan is for a finalized version of the policy to be discussed and voted upon at the next Board meeting. Discussion between the involved committees will be moderated by Carol Floyd.

Membership roster for ALUUC was discussed. A finalized yearly number of members is needed for certification by the UUA. The Bylaws state that this is the responsibility of the Board Secretary or his or her designee.

Action: Jeffrey Bennett (Secretary) and Scott Wade, who has currently been maintaining the roster and tracking the status of various participants, will discuss the method to obtain a final membership figure for certification.

The cost of a printed version of the membership directory for this year was briefly discussed and will be accounted for by the treasurer. Distribution of the directory is expected sometime over the next month.

The only piece of Old or New Business was that the Board supports having a Blood Drive sponsored by the Central Illinois Bloodbank.

Jim Redlich presented several electronic media resources obtained from the General Assembly that might be of use to the various committees.

Carol Floyd was contacted by speaker cell phone and discussed the need for membership certification, her moderation of the discussion of the Endowment Policy, and the need for consideration of a meeting date for the Annual Congregational Meeting on a Sunday in June, 2007.

The meeting was adjourned at 8:39pm. The next ALUUC Board Meeting will take place on January 2, 2007 at 7:00pm in the congregational building. Carley Mattimore will bring snacks and an inspirational passage will be read by a member yet to be determined.

Abraham Lincoln UU Congregation

Board Meeting Minutes

January 2, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Nancy Ray
Henry Farrington
Mike Haynes
Carley Mattimore
Michael Plog (Guest – Chair of Pledge Drive Committee)
Brenda Wade (Guest – member of “Prom Committee”)
Buffy Lael (Guest – member of the “Prom Committee”)

Absent

Bill McCall
Ceceilia Haasis
Martin Woulfe, Minister

The meeting was called to order at 7:08pm.

Jim Redlich read a passage from Victor Hugo’s “Wings”. Snacks were provided by several contributors led by Carley Mattimore.

Members of the Board and guests each spoke about personal events of note over the last month and holidays to those present.

Motion: A move was made and seconded to approve the December 5, 2006 Board Meeting minutes. During discussion, a correction was made to eliminate a brief sentence. The motion was passed.

Buffy Lael and Brenda Wade next discussed the origin of the idea for a “Second Chance Prom”. Such a fundraising event derived from Buffy’s past experiences with another congregation and the idea of merging a “Prom” gathering with the Fantasy Auction. The current plans include having attendees dress up in various “Prom” costume, exhibiting pictures from proms actually attended by goers with contests to guess who is who, and a coronation of a prom king and queen. The current ad hoc committee, the “Prom Committee” will be asking the congregation for donation of specific items such as tickets to various events around town (Sangamon Auditorium, Hoogland Center for the Arts, etc.) along with the usual items sold at the Fantasy Auction. There is a plan for a silent auction to be part of the festivities. Target date for the “Second Chance Prom” is March 17, 2007.

Motion: A move was made and seconded, discussed, and passed to approve the “Second Chance Prom” event.

Given that Brenda Wade is chair of Religious Education Committee, the committee report was briefly discussed from the most recent meeting and is still pending completion.

The Pledge Drive was discussed by Michael Plog, the current chair of the Pledge Drive Committee, Carol Floyd, and members of the Board. First, the date for the annual congregational meeting was discussed, as it was brought up at the previous Board meeting by Carol Floyd.

Motion: a move was made and seconded to have the Annual Congregational Meeting on June 10, 2007. After the move was discussed, the matter was passed.

It was noted, again before further discussion of the actual Pledge Drive, that the budget is required to be posted, according to the Bylaws, at least 15 days prior to the Annual Meeting by the treasurer, (i.e., on or before May 27, 2007). Since the budget setting requires some estimate of the expected amount of the Pledge Drive revenues, a “kick off Sunday” or “stewardship Sunday” for the drive was discussed and it was decided that April 1, 2007 would be a good date on which to set this event with the need to have a likely pledge drive total by the conclusion of the month of April. Michael mentioned his experience with multiple format of pledge drives in the past and ask for ideas. Several ideas about how to proceed were brought up including that of making the congregational budget available publicly so that members could see and appreciate the financial progress and needs that were being forwarded; and having some form of dinner for new members and others either at the congregational building (for a large group) or at select well-established members’ homes in an “open-house” format. It was felt that while the “personal touch” of last year’s pledge drive was beneficial, it was important to begin and finish this year’s Pledge Drive earlier.

The Treasurer’s Report was given by Tina Layer who mentioned that things had been busy. There have been several recent individual contributions made to the congregation for various purposes. It was discussed that the Board has the ability, via the Bylaws, to spend funds up to \$5000.00 on any one item not within the budget without actually obtaining approbation of the congregation. The issue of whether or not the practice of “stringing” item expenditures, as apparently practiced by state budget orchestrators, should be considered was raised.

The President’s Report was mentioned by Jim Redlich as including much of the discussion that he had already led above.

Committee reports were distributed and highlights discussed by the various liaison members. Henry Farrington mentioned the need for hymnals as discussed in the Finance Committee. Carley Mattimore noted the desire of the Social Action Committee to allocate funds that have been earned so far to specific and worthy projects. The Membership Committee, as noted by Jim Redlich, is still without a chair.

The Endowment/Memorial Fund Policy was discussed after an introduction by Jim Redlich in which he mentioned that after a first draft of a policy by Victoria Vincent had been written, there was still a need to have Carol Floyd coordinate a process of clarification and completion of such a policy by interfacing discussion between the Finance and Endowment Committees. The summary of her coordination was distributed and discussed. It was reasoned that the Board should have some ability to make use of endowment funds as various important congregational needs arise at the same time respecting the requirements of larger projects that have been under development and planning.

Motion: Until such time as the congregation has a permanent policy with respect to Endowment and Memorial Funds, the Board will utilize the Finance Committee to evaluate requests for special expenditures. This motion was made and seconded and discussed, and with the above mentioned concerned for the need to preserve the option for large projects expenditures, passed.

Motion: a move was made that memorial funds be expended, per recommendations by the Finance Committee, to purchase 40 new hymnals up to \$1500.00. The move was seconded, discussed, and passed.

Expenditures for hearing assist devices to be used by members of the congregation will be discussed at next month's Board meeting.

Carol Floyd gave the Bylaws Update. There were no pending issues.

Old Business included mention that the audit of various necessary documents occurred and that there are programmatic issues. The report of the audit is pending and will be discussed at the next meeting. The report of the Audit Committee is expected to help prepare or administrative activities that need to be accomplished by the ALUUC Board in the future.

The next Board meeting was planned for February 6, 2007, at 7:00pm in the congregational building. Tina Layer will provide the inspirational reading and Henry Farrington will provide the snacks.

The meeting was adjourned at 8:58pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

February 6, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Ceceilia Haasis
Bill McCall
Nancy Ray
Henry Farrington
Mike Haynes
Carley Mattimore
Barbara Moore (Guest, Budget Planning)

Absent

None

The meeting was called to order at 7:12pm.

Check-in: Members of the Board discussed personal accounts of events over the last month.

Inspirational Reading: Tina Layer read a selection from Shel Silverstein's "Early bird" from his book, "Where the Sidewalk Ends".

Henry Farrington provided snacks.

Motion: a move was made to approve the minutes of the Board Meeting from January 2, 2007.

The move was seconded and passed.

The Treasurer's Report was presented by Tina Layer. It was noted that the budget for monitoring children during Sunday services has been exhausted. The Religious Education Committee is working on selecting a person to run the nursery. Barbara Moore is completing letters documenting tax-deductible contributions to congregation members.

The discussion, led by Jim Redlich and Barbara Moore, turned toward budget priorities. It was noted that having a "shell budget" (one in which priorities or specific projects requiring financing are specified) is helpful for the success of the Pledge Drive. Alternatively, the success of the Pledge Drive impacts what can be accomplished financially in the roster of prioritized projects. It was noted that there are Special Gifts that have been provided to the congregation that denote specific projects or funding priorities, hence it is helpful and important for the congregation and the Board to have established project goals that can guide how Special Gifts are designated. Comments were heard from Board members and others of those present regarding funding priorities. These comments were in part based on congregational input via Board Members and in part on Board Members' own sense of funding needs.

(Redlich): Two areas need immediate redress – that of improving the office administrative function and that of establishing a bookkeeping process and accounting for the Social Action Committee. (Layer): The Social Action Committee needs a bookkeeping process (e.g., there must be a mechanism for accounting for disbursements and expenditures from specific projects such as coffee selling, the Scripts Program, and so on). (Floyd): Support for broached issues was provided. (Ray): Further support for issues as mentioned was obtained. (Moore): Clarification of the need for more parking spaces (i.e., whether there was a need to expand with gravel or more blacktop the currently paved areas and whether there was a count taken on Sundays as to any overflow). Further support for improved office administrative function was given. (Farrington): A professional financial audit should be a priority. (McCall): A return to the list of priorities generated by the congregation (Spring, 2005), should be considered. This list was then distributed to some by Henry Farrington. Such a listing, it was noted, provided congregational input and potentially better congregational financial support for specific financial projects. It was also mentioned that the congregation should be regularly committing funds to an endowment, rather than just balancing immediate disbursements and revenue. Others noted that there is an endowment already in existence, in part from donations and memorial contributions. (Haynes): More funds should be allotted to the Fellowship Committee. (Haasis): Development of a playground, updating the Religious Educational Curriculum, and Landscaping were mentioned as projects needing attention. It was noted that the projected outlay for a specific playground had been explored by Kurt DeWeese previously. (Layer): There is an urgent need for increased funded time for administrative assistant activities. (Mattimore): Support for a playground was provided. (Bennett): Funding for various lay service speakers and presenters such as Friedman, Dowd, etc should be considered. Plans for a new sanctuary have been suggested to be needed and funding for such a project should be undertaken at the time of the expiration of the current mortgage in 2015, when a new mortgage is obtained. The need for more hymnals and more parking spaces was broached again.

Barbara Moore emphasized the need for a list of funding priorities from the Board for the Budget process.

(Martin): The service on February 11, 2007 falls on the anniversary of the founding of this congregation and will focus on past and future progress toward various funded and congregationally supported projects. Priority should be given to addressing the need for enhanced office management; more land investment; a prominent sign in front of the congregational building; a new, upgraded telephone system; an enhanced computer and more rapid internet connection; membership coordinator hours; and developing an employee benefits and wage base commensurate with the current UUA “C size” categorization for which the congregation qualifies.

It was noted that perhaps there needs to be more process by which congregational input is obtained by Board members in order to create a priority list. Consideration for another listing of congregational priorities was mentioned, but it was noted that in previous years, this took much advanced planning, many smaller brainstorming meetings in which items to be prioritized by the congregation were generated, and that, to some extent, the congregation might not have the perspective of the Board on certain urgent priorities such as the need for administrative office management.

Action: Board Members present at the February 11 service will be asked to stand and be identified as people to whom congregation membership can go with ideas for priority issues.

It was stated by Jim Redlich that all Board liaison committee members should review the budget for their particular committee(s) and have a discussion with their committee(s) as to fiscal needs. Administrative office management is now a priority.

Action: the Facilities Committee should decide what is needed regarding a new or upgraded telephone system. One reason this needs immediate exploration is the inadequacy of the current system for originating calls, a major risk in an emergency situation.

Action: Board committee liaison members will report to Barbara Moore by the weekend (Saturday, Sunday - February 24, 25) following committee night on Tuesday, February 20 what priorities and funds are suggested by the various committees.

Action: the Personnel Committee will decide what the congregational office needs are with respect to service type, qualifications of personnel, and weekly hours.

The Minister's Report was distributed and discussed by Martin Woulfe. It was noted that there are 60 new hymnals and that the congregation membership rose to 203 and is now 193 since 10 members were transitioned to non-member status. A singing group, "Singers of United Lands" has offered to perform on March 25, 2007, for no cost but they will need food and lodging (they number approximately 3-5). A blood drive at the congregational building is planned for May 6, 2007.

Action: the Program Committee will consider having the "Singers of United Lands" present at the March 25, 2007 Sunday service.

Discussion followed on whether providing space for a parenting issues presentation by an outside provider should be treated as an exception to the rental policy. It was agreed by all that this should not be done.

The President's Report was given by Jim Redlich. He noted that although he was asked to serve again as Board President by the Nominating Committee, he would not given his current and future outside commitments.

Highlights of Committee Reports (many of which have been distributed to the Board Members electronically prior to this meeting) were presented in brief by various liaison members. (Ray/Facilities): no further reported issues. (Farrington/Finance): no further reported issues. (McCall/Membership): There currently is no membership committee due to member attrition. (Haynes/Fellowship): There was a successful open microphone poetry night recently; game night is planned for February 24; and there is a Potluck dinner after this Sunday service, February 11. (Haasis/Religious Education): no further reported issues. (Mattimore/Social Action Committee): A new chair of the committee is needed and there will be a meeting soon to determine who this will be. (Bennett/Program): no further reported issues.

The recently completed Audit Report was presented by Jim Redlich and Henry Farrington. Financial records were found by the audit to be satisfactory. There were problems found in other

areas. For instance, there are no minutes of the Annual Meeting from June, 2006 (apparently, an audiotape of the meeting exists and might serve as a source for completing the minutes); and Tina Layer works too hard as the treasurer given the current administrative support. Background checks are being done and documented effectively by the Religious Education Committee.

Bylaws Requirements were distributed and presented by Carol Floyd regarding the Annual Meeting to be held June 10, 2007.

Motion: A move was made, seconded, and approved by the Board that the proposal put forward by Berkley Moore be adopted and made an agenda item for the Annual Meeting as a Bylaw change requiring congregational approval. Berkley Moore's proposal is to amend Article VII of the Congregation's Bylaws by replacing the term "Abraham Lincoln (Unitarian Universalist) Congregation Trust" with "Abraham Lincoln Unitarian Universalist Congregation Endowment Trust" in both the Article's title and text so as to agree with the language of Article XIV of the Bylaws as well as with the current language of the resolution establishing the Endowment Trust itself.

There was no new business.

The next Board Meeting is scheduled for Tuesday, March 6, 2007 at 7:00pm in the Congregational Building. Snacks will be provided by Ceceilia Haasis and an inspirational reading will be presented by Bill McCall.

The meeting was adjourned at 8:59pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

March 6, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Martin Woulfe, Minister
Ceceilia Haasis
Bill McCall
Henry Farrington
Mike Haynes
Frank Kopecky (Guest, Lay Officiants)
Craig Bailey (Guest, Program Speaker)

Absent

Jeffrey Bennett, Secretary
Nancy Ray
Carley Mattimore

The meeting was called to order at 7:05 p.m. Carol Floyd took minutes in the absence of the Secretary.

Check-in: Members of the Board discussed personal accounts of events over the last month.

Inspirational Reading: Bill McCall read the poem “Spring and All” by William Carlos Williams

Ceceilia Haasis provided snacks.

A motion: to approve the minutes of the Board Meeting from February 6, 2007 was made, seconded and passed.

The Treasurer’s Report was presented by Tina Layer. Tina clarified the status of the RE budget—that budget should permit paying two people in the nursery for the rest of this fiscal year because the CRE was not using the professional expense money.

Lay officiants. At the June 2006 Annual Meeting, the Congregation authorized the development of a policy on lay officiants with the understanding that it would be shared with the Congregation after this discussion by the Board prior to final adoption by the Board at a later date. Public notice is to be provided 30 days prior to the date of scheduled Board adoption. A draft was provided to the Board by Frank Kopecky in his role as chair of the Committee on Ministry. That draft was closely modeled after one used by the Bloomington, IL congregation. The board would make the final decision on the designation of an officiant. Action: A motion was made to change some of the wording in the document (reference “officiant” rather than “lay officiant” in the title; not specifically reference weddings in the title, and to substitute “congregation” for “church” throughout the document), to

do routine editing and to share the revision with the Congregation... The motion was second and passed.

Minister's Report. Martin reviewed highlights relating to subjects including pastoral care, schedule for weddings/unions, the Springfield interfaith group, congregation size, an invited Illinois House of Representatives invocation, membership on the City commission on human relations, involvement with the UIS campus ministry group, thank you from PORA, and the completion of the SOS season. He highlighted the Central Midwest District Assembly to be held April 13-15 in Oakbrook, IL.

Revised date of annual meeting. It was moved, seconded, and passed that the Congregational Annual Meeting be moved from June 10 to June 17. This change will permit Reverend Woulfe to be present on June 17 while also attending a family wedding in Spain the weekend of June 10. The congregation will be informed, probably through the April newsletter, of this date change.

Congregational presence at the Central Midwest District Assembly, April 13-15. It was moved, seconded, and passed to permit payment of up to \$300, \$150 per individual registration fee for two individuals to attend the Central Midwest District Assembly to be held April 13-15 in Oakbrook, Illinois. Two Board members may be able to attend.

Programs on evolution. Craig Bailey, chair of the Program Committee presented plans for a service on evolution on July 8, and a seminar the night of July 9 to be presented by Michael Dowd and Connie Barlow, a husband and wife team whose work was the featured article in the Spring, 2006 *U.U. World*.

A motion was made, seconded, and passed to use \$500 in interest earned upon the gifts that ALUUC received after Ruth Heckathorn's death to support the Dowd/Barlow programs at ALUUC

Requests for special expenditures. Ceceilia Haasis asked where a budget request for playground equipment should be forwarded. She was referred to the motion passed at the January Board meeting. "Until such time as the congregation has a permanent policy with respect to Endowment and Memorial Funds, the Board will utilize the Finance Committee to evaluate requests for special expenditures." So the RE committee should forward its request to Barbara Moore chair of the Finance Committee for evaluation.

Committee Reports Written reports were provided the Board from Finance, Social Action, Fellowship, Membership and Publicity, and Personnel.

The Fellowship and Membership reports showed discussions clarifying committee functions and inviting comments. The Personnel Committee also provided a listing of office administration duties to draw comments upon the completeness of the listing and whether some of the duties were inappropriately placed here. That listing is a step toward preparation of a position description. Drawing up that description is a very high priority. At the February Board meeting the Personnel Committee was directed to determine what the congregational office needs are with respect to service type, qualifications of personnel, and weekly hours.

The Board is asking for Finance Committee budget recommendations for the next fiscal year are available for discussion at the April Board meeting. Board liaisons should continue discussions with their assigned committee. There was also discussion of the need for more financial detail from the Social Action Committee and the extent to which income and expenditures need to be handled off-budget. .

There was no new business.

The next Board Meeting is scheduled for Tuesday, April 3, 2007 at 7:00 p.m. in the Congregational Building. Snacks will be provided by Jim Redlich and an inspirational reading will be presented by Mike Haynes.

The meeting was adjourned at 9:17 pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

April 3, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Bill McCall
Nancy Ray
Henry Farrington
Mike Haynes
Michael Plog (Guest, Pledge Drive)

Absent

Ceceilia Haasis
Carley Mattimore

The meeting was called to order at 7:06pm.

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

Inspirational Reading: Michael Haynes read a selection from the works of Mattie Stepanich entitled "I am".

Jim Redlich provided snacks.

Michael Plog reported on the Pledge Drive results as of April 1, 2007. One fourth of the pledges were above \$2040.00 with a total of 41 pledges made in 2007 so far. Jim Redlich noted that a donation will be coming from the Giesecke family that could be incorporated in some way into the pledge or used for other purposes.

Discussion occurred regarding how the Giesecke Donation should be used and the process whereby a hierarchy of projects on which to spend could be generated was reviewed. After some discussion, it was agreed that the Giesecke Donation should not go into the Operating Budget. Jim Redlich stated that he will contact the family of Ms. Giesecke regarding the donation. Carol Floyd pointed out that the presentation given by Michael Plog during this past Sunday's service was very well done, but that the reference to handing Social Action was inconsistent with the Finance Committee budget recommendation.

Motion: a move was made to approve the minutes of the Board Meeting from March 6, 2007.

The move was seconded and passed.

The Treasurer's Report was presented by Tina Layer and the Financial Statement accepted.

The Minister's Report was presented and discussed by Martin Woulfe. Some points that Martin mentioned included his plans to attend the UUMA portion of the Central Midwest District Assembly meeting April 11 to April 13, 2007 as treasurer to the CMwD-UUMA. Since March 6, Martin has led two memorial services on March 24 and April 2.

The President's Report was presented by Jim Redlich. He has been searching for potential attendees to the District Assembly. Frank Kopecky will be able to attend as the ALUUC delegate.

Committee Reports were distributed, heard, and discussed. Program (Bennett): the remainder of this spring and summer Sunday service presenter schedules have been completed; Facilities (Ray): the plumbing problems that the congregational building has been experiencing recently have been resolved and a facilities budget is in progress. Membership (McCall): the Membership Committee still lacks a chair. Personnel Committee (McCall): this committee did not meet during March. The Board briefly discussed a need to develop a job description for the administrative support position. Finance Committee (Farrington): two meetings were held in March – at the latest, a projected budget was produced and presented to Jim Redlich. Electronics and Communication Committee (Redlich): the ALUUC website now features a musical background. Carol Floyd reported that Committee Night is functioning better now than earlier this year in terms of better communication between the various committees and with the Board and that it would be helpful if more committees were able to hold their monthly meetings on that night. Fellowship (Haynes): May 5 will be an open mike night, the committee would like to be able to sponsor future events by making use of revenues generated by the various fund producing events that the committee has so successfully sponsor so far. This will be occurring with the approval of the Board and via a separate accounting pool in the financial statements for the committee by the treasurer.

Jim Redlich requested that committee liaisons begin to try to clarify the status of the chairpersonships of the various committees for next fiscal year. Tina Layer mentioned that it is important that committee chairs fill out any check requests needed for bills generated by committee activities.

The Proposed Lay Officiant Policy was discussed. Officiant language will be updated by Jim Redlich for use in conducting union ceremonies.

A telephone proposal was discussed involving two additional lines for a computer.

Motion: a move was made and seconded to have Kurt DeWeese proceed with the installation and to pay the increased monthly costs for such telephone lines. The move was approved by a vote of the Board.

The Budget was reviewed and discussed. Barbara Moore has crafted a very comprehensive Budget proposal with a summary rendition by Henry Farrington. More funds are expected from pledges. Social Action Committee fundraising information needs to be reported per Tina Layer. The Budget will be discussed and finalized for presentation to the congregation for approval at the May meeting of the Board.

The Playground proposal from the Religious Education Committee was discussed. The tentative cost for such a plan was proposed as \$36,000.00. Such a sum would require a special funding mechanism such as a separate fund drive.

There was no further Old Business or New Business.

Snacks for next month's Board meeting will be provided by Bill McCall. The inspirational reading will be provided by Henry Farrington.

The meeting was adjourned at 9:13pm.

Abraham Lincoln UU Congregation

Board Meeting Minutes

May 1, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Bill McCall
Henry Farrington
Mike Haynes
Ceceilia Haasis
Carley Mattimore
Barbara Moore (Guest, Budget)
Meg Schnake (Guest, Religious Education)
Brenda Wade (Guest, Religious Education)

Absent

Nancy Ray

The meeting was called to order at 6:59pm.

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

Inspirational Reading: Henry Farrington read a selection from the works of Jack Canfield, "Don't let people talk you out of your vision".

Bill McCall provided snacks.

Motion: a move was made and seconded that the minutes of the April 3, 2007 meeting be approved. The move was approved.

Playground Project (Wade and Schnake)

A proposal for allocation of funds has emerged from the Religious Education Committee and discussed and approved by the Finance Committee. The proposal calls for the use of up to \$10,000.00 of the Ruth Heckathorn funds as matching funds to those raised by the congregation as a non-budgetary fund. Meg Schnake and Brenda Wade provided the Board meeting with a PowerPoint presentation delineating the felt need given the numbers and ages of children attending each Sunday, ideation, research, planning, likely costs of building a playground suitable for the congregation. Discussion ensued by the Board regarding members' perspectives and relative costs.

Treasurer's Report was given by Tina Layer.

Minister's Report was given by Martin Woulfe.

President's Report was given by Jim Redlich.

This year's Annual Meeting to be held on June 17 is fast approaching. A "must do list" was reviewed. Discussion of whether to submit a proposal for expenditure of a Playground Fund and a Piano Fund given the Bylaws requirement that the congregation approved expenditures above \$5000.00 occurred. A vote was taken to include these two items on the Annual Meeting agenda and it was decided so. The agenda for the Annual Meeting was arrived at to include the following:

Call to order
Determination of a quorum
President's Report
Minister's Report
Treasurer's Report
Coordinator of Religious Education Report
Endowment Resolution
Budget
Bylaws changes
Playground
Piano
Election of New Officers
New Business

Motion: a move was made and seconded to accept the above listed items to the agenda for the Annual Meeting. The move was approved.

Budget (Barbara Moore)

Review of the proposed FY2008 Budget demonstrated that cash inflows were initially \$168, 999 whereas cash outflows were \$180, 587. Adjustments made to this through examination of specific items in the proposed budget and a balanced budget proposal was achieved.

Motion: a move was made and seconded to accept the revised, balanced proposed budget for FY2008. The move was approved.

Bylaws Changes (Floyd)

Bylaws amendments as initially proposed by Berkley Moore were discussed.

Motion: a move was made and seconded to propose to the congregation at the Annual Meeting the Bylaws changes per Berkley Moore. The move was approved.

There was no Old Business or New Business.

The meeting was adjourned at 9:13pm. The next Board Meeting is scheduled on June 5th, 7:00pm. An inspirational reading will be provided by Carley Mattimore and snacks by Tina Layer.

Abraham Lincoln UU Congregation

Board Meeting Minutes

June 5, 2007

Present

Jim Redlich, President
Carol Floyd, Vice-President
Tina Layer, Treasurer
Jeffrey Bennett, Secretary
Martin Woulfe, Minister
Henry Farrington
Mike Haynes
Carley Mattimore
Delinda Chapman (nominated Board candidate)
Gwen Childs (nominated Board candidate)
Scott Wade (nominated Board candidate)

Absent

Nancy Ray
Bill McCall
Ceceilia Haasis

The meeting was called to order at 7:04pm.

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

Inspirational Reading: Carley Mattimore read a selection from the works of Alice Walker.

Tina Layer provided snacks.

Motion: a move was made and seconded that the minutes of the May 1, 2007 meeting be approved. The move was approved.

Treasurer's Report was given by Tina Layer. Pledge information has been given to Barbara Moore who will generate pledge statements to those contributing.

Minister's Report was distributed and discussed by Martin Woulfe. Reverend Woulfe will be visible during the summer on Sundays and continue to teach the "New to UU Course"

President's Report was given by Jim Redlich.

The incoming nominated Board members were encouraged to attend to three issues: first, to keep up momentum on reifying the policies and procedures; second, to continue to develop committee structure and membership; and third, to develop a plan for the disparate accumulating and various lump sums of money that are being contributed to the congregation.

Motion: a move was made and seconded to appoint Myra Epping, Rebecca Anderson to a 3 year term on the Committee on Ministry. The move was approved.

Motion: a move was made and seconded to approve and adopt the proposed Lay Officiant Policy. The move was approved.

Some discussion of the Lay Officiant Policy followed and Reverend Woulfe explained the method in which the Policy would be implemented. An amendment was entertained and

discussed to amend the Lay Officiant Policy section on **Relationship of Officiant to ALUUC** to read that “the Officiant will be appointed by at least 2/3 of the voting Board members”. An addition to the amendment was also entertained and explained by Reverend Woulfe that a handbook will be part of training given to the Officiant and will include topics listed under the Officiant training section of the Policy.

Motion: a move was made and seconded to accept the amendment and the addition to the amendment. The move was approved.

The proposed Aesthetics Committee Policy including ground rules for how the committee will function was introduced and discussed. The Aesthetics Committee is to have five members.

Motion: a move was made, seconded, and passed to approve the Aesthetics Committee Policy.

The Personnel Committee Policy was introduced and discussed.

Motion: a move was made, seconded, and passed to approve the Personnel Committee Policy.

The Finance Committee recommendations were presented by Henry Farrington and discussed. These included the following:

- 1) That the ALUUC Board accepts the recommendation of Kurt DeWeese to award the bid to Pav Rite for sealing and striping the parking lot up to a cost of \$2,300.00.
- 2) That a motion be presented to the Annual Meeting that up to \$10,000.00 of the funds contributed by Ruth Heckathorn be made available as matching funds for the New Piano Project.
- 3) That a motion be presented to the Annual Meeting that up to \$10,000.00 of the funds contributed by Ruth Heckathorn be made available as matching funds for the Playground Project.

Motions: consecutive moves were made, seconded, and passed to approve each of the above three recommendations from the Finance Committee.

Discussion for the Agenda to the June 17 Annual Meeting occurred.

Funds for landscaping were discussed and plans for having Linda Kopecky create a proposal for a landscaping proposal and present this to the Aesthetics Committee were agreed upon.

Duties for the new position of Office Manager were discussed and approved by the Board.

New Business was discussed.

Motion: move was made, seconded, and passed to designate Jan Droegkamp and Linda Haynes and to empower the President of the Board to designate additional delegates to the General Assembly for June, 2007.

Motion: move was made, seconded, and passed to appropriate \$750.00 for the nominated Board President to attend the General Assembly and be designated as a delegate.

The next Board Meeting will be held on July 10, 2007, at 7:00pm in the Congregation Building. An inspirational reading will be provided by incoming Board member Gwen Childs and snacks will be provided by incoming Board member Scott Wade.

The Board bids farewell to Tina Layer and Jim Redlich and thanks for their service this year on the Board.

The meeting was adjourned at 9:15pm.