

UNITY CHURCH UNITARIAN
BOARD OF TRUSTEES MEETING
AUGUST 21, 2013 7:00 PM – 9:00 PM ANDERSON LIBRARY

ATTENDEES

BOARD MEMBERS: Marg Walker, Deborah Carter-McCoy, Rich Hamer, Steve Harper, Bob Peskin, Sarah Pradt, Tim Thoreen, and Terry Linskey.

EXECUTIVE TEAM: Janne Eller-Isaacs, Rob Eller-Isaccs, Barbara Hubbard, and Lisa Friedman

OTHERS: Jennifer Nordstrom – Hallman Ministerial Intern

OPENING AND FOCUS

Deborah Carter-McCoy provided Opening Reading, and Focus Question.

REVIEW OF THE PAST

APPROVAL OF JULY MINUTES

Motion to approve Minutes from July Board of Trustees Meeting was made by Steve Harper. Bob Peskin seconded the Motion. There was no further discussion, and the Motion was unanimously approved.

EXECUTIVE TEAM REPORT

CONSULTANT FOR SPIRITUAL DIRECTION

Rob provided background regarding a new initiative from Religious Education. Sarah Cledwyn has presented a one-page proposal outlining how she, as a Consultant for Spiritual Direction, can provide opportunities to reflect, and make more fruitful, the spirituality of teaching and companioning our children and youth.

Sarah will have further discussions with the Executive Team and Religious Education Team.

ARLT RECRUITMENT

Executive Team Report incorrectly noted that Marg Walker is leading the Nominating Team. The ARLT is responsible for its own nominating team, on which Unity's Board Chair serves as a member. Marg's role is to ensure that the Board assists in generating names of potential candidates, [which was done at the July Board meeting], participate in ARLT candidate interviews, and coordinate the work of the ARLT and the BOT nominating processes.

FINANCIAL CONDITION

Barbara reviewed the Church's Balance Sheet as of June 30, 2013, and the Summary Statement of Activity from January 1, 2013 through June 30, 2013. Key points of her discussion included the following:

As of June 30th Program Expenses were higher than expected.
These overages will be reconciled by the end of the year.

During past two years the Pledge Campaign and the Capital Campaign ran simultaneously. One of the results of this decision was a decline in the number of pledging units that resulted in a reduction of revenue.

Salaries and Benefits for the Staff, the largest item in the Operating Budget, have been well managed and are in line with current budgets.

In June, an early principle payment of \$900,000 was made for the Unity Tomorrow Short Term Loan.

Facilities and Administration Budgets have been operating over budget. Most of these are a result of the building renovations.

- It was difficult to estimate utilities expenses for the new space, and they were under estimated.
- It was determined that the church should invest in a Maintenance Contract for the new systems.
- With the renovations, the value of the building has increased. As a result, our insurance costs have risen.

CREATION OF THE FUTURE

ENDS STATEMENT – APPROVE FINAL DRAFT

The latest revisions of the New Ends Statements was presented to the Board and the Executive Team.

The Boards' feedback was very positive.

The Executive Team praised the work done by the Board and specifically the Team responsible for writing the new Ends Statements. The ET felt the new ends Statements provide the congregation with a new sense of ownership and participation. The ET also presented several possible revisions to the wording of some of the Ends Statements. These revisions were proposed in conjunction with the Interpretations of the Ends that the Executive Team also presented to the Board.

The Writing Team will review the ET's recommendations and revise the Statements accordingly. These Revisions will be discussed at the September Board Meeting.

ENDS INTERPRETATION – EXECUTIVE TEAM REPORT

As mentioned earlier, The Executive Team presented their interpretation of the New Ends Statements. The Interpretation explains if these Statements are enacted, how they will change lives within our congregation, and how can we measure that impact?

The Executive Team will discuss with the Staff during the Staff Retreat this week. The Board will review the ET's Interpretation, and discuss further at the September Board Meeting.

The Final Draft of the Ends Interpretation is to be completed by October.

ET COMPOSITION – PRELIMINARY REPORT / BOARD FEEDBACK

Executive Team Composition Sub-Team provided a Preliminary Report on their work to date. The Report included background for the formation of the Sub-Team, a review of policies and by-laws related to the Executive Team model, the strengths and weaknesses of that model, preliminary findings of the sub-Team, and proposed recommendations the Sub-Team is considering.

Discussion centered on the Sub-Team's preliminary findings and proposed recommendations. The Executive Team asked for further clarification regarding two of the proposed recommendation. The Sub-Team will work to clarify the ET's questions.

Further discussion will be held at the September Board Meeting

ANNUAL BUDGET DEVELOPMENT – STAFF COMPENSATION / BENEFITS

In preparation for the development of the 2014 Budget, Barbara presented a report outlining the salaries and benefits paid to the current Unity Staff. The report provided information what Unity is currently paying our staff, as well as the UUA and NACBA recommended salary of each position.

Barbara is in the process of developing a comparable document noting the salaries and benefits of the Executive Team. Barbara hopes to have this document by next week. Bob Peskin and Steve Harper agreed to review the document and provide Recommendations to the Executive Team as they prepare the 2014 Budget.

WRAP-UP AND FORECAST

UPCOMING EVENTS OF IMPORTANCE

OCTOBER BOARD MEETING

October Board Meeting has been moved to October 9, 2013.
Meeting will begin at 7:15 PM.

CLOSING READING

Bob Peskin provided the Closing Reading.

ADJOURN

The Meeting was adjourned at 9:15 PM.

Respectfully submitted,
Terry Linskey, Board Secretary