

**Board Minutes**  
**December 17, 2013**  
**6:30 PM**

- 1) Consulting minister contract for Gregory Pelley, our new contract minister
  - a) Clarification: FICA is paid on both salary and housing
  - b) Other benefits were not discussed.
  - c) Memorandum of duties for contract minister
    - i) RE—Stefanie would like new minister to meet with COA kids monthly and perhaps go on a field trip with them, possibly to Rhode Island or Boston.
    - ii) No office hours in contract.
    - iii) Not expected to supervise staff.
    - iv) The contract was reviewed with Greg. Brenda will email the agreed upon version to Greg. He will review it with his resources and get back to us by Friday if there are any problems, so we can make the Grist deadline to announce his ministry via that medium.
    - v) Greg wants to be notified of committee meetings so he can attend them, meet committee members and possibly offer assistance, as time allows.
  - d) The January potluck will be changed to January 5, 2014, when Greg will be present.
  - e) Treasurer's report
    - i) ~~No report from Adam, but there are no~~ November Financials show no significant changes
    - ii) Concerns were raised regarding the fire alarm contract. The property committee has been unable to respond. An additional volunteer is needed to focus on these concerns.
    - iii) We got a few new pledges. ~~There is uncertainty regarding the alarm contract. The committee needs to respond to the concerns that were raised. An additional volunteer is needed to look into the situation.~~
    - iv) Sometime in early February, finance committee needs information on Greg as to wages, social security number, bank and account number, etc.
    - v) We're dipping into reserves this year.
    - vi) UUA fair share. Adam needs to document for the board his contention that the UUA should give us relief from fair share, due to our recent situation.
  - f) Mary Pat met with Stefanie Anderson to discuss the RE program.
    - i) Attendance is down; some families are not coming as regularly as they used to.
    - ii) More volunteers are needed in the classroom especially now with the two adults per classroom policy. Parents have been asked to commit to three

Sundays per year per child in support of the program. Additional support from non-parents is also required to meet all the needs. Not all parents choose to volunteer their time to the program. A volunteer gap remains. It was suggested that an announcement be made to the congregation on those Sundays when there is a need for additional volunteers.

- iii) Stefanie receives good support from the RE committee that meets monthly.
  - iv) Supervising the children and babysitting for social events can be a problem. While this is not Stefanie's responsibility, she wanted to bring it to the Board's attention.
  - v) Stefanie needs a new laptop. Mary Pat will ask David Bonner to work with Stefanie to come up with a proposal.
- a) Service Auction
- i) April 5 is the date.
  - ii) The theme is the silver anniversary of UUSMC.
  - iii) A good committee has been formed.
- b) ~~Co-hosting Delmarva Cluster Celebration in 2014 with UUFN. There is concern that we don't have the resources this year, as we are going through a year of transition~~ UUSMC has been approached by UUFN to co-host the 2014 Delmarva Cluster Celebration. Tina will follow-up with UUFN regarding expectations.
- c) MQ Riding sent a letter to board, saying that the group dealing with cell phone tower is ready if they contact us again, and they did a very good job.

The meeting was adjourned at 9:12 PM.

Respectfully submitted,

Jeanne Hanson  
Acting Secretary