

UUSMC Board of Trustees

Meeting Minutes

March 18, 2014

Attendees: Tina Guerrette, Mike Hilgart, Jamie Kegerise, Jeanne Hanson, Brenda Levin, Greg Pelley, Matt Doty

**I. Tina opened with a reflection on the way in which we are privileged to be able to deal with first-world problems.**

**II. Minister's Report**

- a. Greg has started an electronic record to track attendance. Stefanie Anderson will be updating RE info in the same spreadsheet
- b. Greg will be meeting with Sunday Services next week.
- c. Michael Brown and Deb Cole preached on March 2 and 16, respectively.
- d. Youth participated in the service on March 9 and Greg plans to increase their participation in upcoming services.
- e. Upcoming events:
  - i. New member welcome on March 30
  - ii. Coming of Age service on May 4
  - iii. Graduation/bridging ceremony for high school seniors on June 1
  - iv. At least one child dedication likely before end of June
- f. Greg met with the pastoral care team in February and outlined basic communication strategies. Greg is generating a more extensive pastoral care resource manual that includes, in particular a list of other social resources to which we might refer persons that need help beyond what we can provide.
- g. Met with Coming of Age Students twice.
- h. Conversations with Social Justice Committee about ways to develop a mission for the committee and the congregation as a whole.
- i. Attended installation ceremonies for Rev. Andrew Weber (UUFN) and Rev. Abhi Janamnchi (Cedar Lane)

**III. Treasurer's Report / Finances**

*Please review attached documents: 1) 2014-2 Bookkeeper Notes, 2) 2014-2 Financial Statements*

- a. Finance committee met last week. We started this fiscal year expecting to take \$19k out of reserve. Current projections, which rely on projected yield from the service auction, suggest we will need to take \$10k from reserves. This is good progress, though it leaves us with substantial challenges.
- b. Finance committee expects to start generating proposed budget for next fiscal year at April meeting. **All committees are asked to submit their draft budgets for the next fiscal year to the finance committee (Adam Kegley) by April 15.**
- c. Pledge drive is going on and seems to be going well.

**IV. A Capella Pops: May 18**

- a. Andy Levin has negotiated a new contract with A Capella Pops. *Please see attached "Pops Contract v3 May 2014.pdf"*
- b. Music committee is happy with this contract and recommends moving forward. Their analysis is described in the *attached "Pops Rationale."*
- c. Brenda moves, Mike seconds, motion to approve. Motion carries unanimously.
- d. Tina will sign contract on behalf of UUSMC and return to Kris.

**V. Clothing Bin proposal**

- a. Social Action Committee has discussed with Big Brothers Big Sisters and recommends moving forward with agreement. *The board reviewed: 1) BBBS clothing collection bin proposal, 2) BBBS Bin Frequently Asked Questions and 3) BBBS Collection Bin Letter of Agreement.*
- b. Proposed location is at the bottom of our entry drive where the bin is visible from the park but does not block any parking spaces.
- c. The board is not comfortable with the proposed location because of the potential issues with blocked traffic on the entrance road to the park. The board would be more comfortable with a location near the handicapped parking on the front side of the church. We need to understand whether UUSMC will need to pay for a concrete pad to support the bin before approval could proceed. There is also concern about potential reactions to the impact on site aesthetics.
- d. Most importantly, it is not clear whether this activity advances the social justice mission of UUSMC. **The proposal is tabled until it can be considered in the context of a more comprehensive vision for the social justice activities and mission of the congregation.**

**VI. Delmarva Cluster Support Request**

- a. JPD has requested a \$200 contribution to support cluster workshops and activities.
- b. Jamie moves that we provide the contribution, Matt seconds. Motion carries unanimously. **The board directs that this expense be covered from the board discretionary account, recognizing that this will put us \$50 over budget for the year on this account.**

**VII. General Assembly**

- a. Greg distributed information on the upcoming UUA general assembly
- b. Anyone can attend. We can send three delegates with voting privileges.
- c. Brenda will prepare a short announcement for the upcoming Grist to describe GA and ask for nominations of delegates. Delegates will be chosen at our May congregational meeting.

**VIII. JPD Annual Meeting**

- a. April 11-12.

- b. Brenda will prepare a short announcement for the upcoming Grist to describe this event.
- c. Anyone interested in attending is asked to contact Greg. Three attendees can be credentialed with voting privileges.

**IX. UUSMC leadership email list**

- a. The email list has not been updated in quite some time.
- b. Debbie is asked to contact the list membership and ask people if they want to remain on the list.
- c. A list of new committee chairs and other leaders will also be provided to Debbie.
- d. Debbie will forward the compiled list to Bob Hill to update the email alias.

**X. UUA Retirement Plan Changes**

- a. The board reviewed *documents detailing changes to UUA retirement plan: 1) retirement plan restatement and 2) ER participation agreement.*
- b. The UUA is updating their plans for the first time in 25 years. We must return paperwork indicating whether we want to participate no later than June.
- c. If we opt in, we must contribute an amount equal to 5% of salary for all eligible employees. We may also elect to match any employee contributions and may set an upper limit on the match percentage.
- d. Matt moves that the board approves opting in to the UUA retirement plan with an automatic 5% contribution per eligible employee and a commitment to match employee contributions up to an additional 5%. Jeanne seconds. Motion carries unanimously.**
- e. The finance committee is directed to plan for these expenses in the budget for future fiscal years.**

**XI. The board entered Executive Session to discuss the Minister Search process and draft ministerial contract.**