

UUSMC Board of Trustees

Meeting Minutes

April 9, 2014

Attendees: Tina Guerrette, Mike Hilgart, Jamie Kegerise, Brenda Levin, Mary Pat Knauss, Greg Pelley, Matt Doty

**I. The meeting was called to order at 6:30.**

**II. Minister's Report**

- a. Greg met with the Sunday services. Some small changes in the order of service have already been made. The committee will continue to experiment with new approaches.
- b. Greg will likely run a sermon-writing workshop in late May to assist people who might prepare sermons for the summer services.
- c. Greg has had extensive conversations with Stefanie Anderson about Religious Exploration. They also both attended a recent workshop in which they learned some ideas for organizing monthly rotating themes that connect services, RE and other activities.
- d. The RE committee is considering the possibility of allowing non-member children to participate in the OWL program. Greg is considering ways to expand OWL training to increase the number of congregants who can lead the workshops.

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

- a. Finance committee will meet next week.
- b. The service auction went extremely well, with total proceeds exceeding \$19k.
- c. Most satchels from the pledge drive have been returned, but final tallies have not been computed.

**IV. Planning of "Candidating Week" and vote to call Rev. Greg Pelley as our settled minister**

- a. The Congregational vote to call Rev. Pelley as our settled minister will be held on Sunday May 4.
- b. We will explore moving the May potluck to the same day.
- c. An abbreviated series of "candidating week" events will be held during the preceding week. These events will include an informal "meet the candidate" time at Woodside farm on Saturday May 3 from 1-3 and meetings with the two committees with whom Greg has not yet met (social justice and RE). There will also be open office hours on Tuesday 4/29 9-3.
- d. Tina will contact Maggie McLaughlin and Jack Guerin about handling the check-in. Only members in good standing are eligible to vote
- e. High attendance is importance to reach the quorum required.
- f. Greg's official contract start date will be August 1, with preaching to begin August 17. We plan to conduct board and staff retreats in August.

Greg will continue to work at 75% time through the end of June per the existing consulting minister contract.

- g. The contract will contain language stating that the offer is “contingent upon Greg receiving fellowship with the UUA.” Greg will not technically be in fellowship with the UUA until the end of May, so this language ensures we remain in compliance with our bylaws.
- h. Matt will check with Kathie Stamm about whether a background check on Greg has already been performed. If it has not been done, Matt will make sure it is done before the vote on May 4.

**V. Congregational Meeting (May 18)**

- a. The board will meet on May 13 to go over the budget and other documents in preparation for the annual meeting.
- b. Mike will work with Adam to be sure the draft budget is ready by May 13.
- c. We will include a motion to amend the congregational by-laws to include: “A majority of the Board of Trustees shall have the authority to fill vacancies in the Board and other elected positions....Any vacancies in the nominating committee will be filled immediately.”
- d. Tina will ask Maggie McLaughlin and Jack Guerin to handle check in and voting.
- e. Greg will prepare a written minister’s report.
- f. All committees are asked to submit a written report by May 10 for inclusion in the annual report.

**VI. Staff reviews and pay increases**

- a. Cost of living adjustments will be included in the proposed annual budget.
- b. Performance reviews for all staff will take place in Fall 2014 and will be conducted by Greg and Brenda Levin. Following the annual reviews, Greg will work with the staff to set goals for the following year.
- c. Future performance reviews (beginning Spring 2015) will take place in time for salary adjustment recommendations to be included in the proposed annual budget.

**VII. Cell Tower**

- a. We have been re-contacted by an agent representing AT&T, inquiring about our interest in leasing space for a cell tower on our property
- b. The report generated by the cell tower taskforce identified many significant areas of concern with the proposed contract
- c. Based on the recommendations of the task force we have informed AT&T’s agent that we are not interested in further discussion of this issue.

**VIII. Maintenance committee**

- a. Matt Nolan has resigned as chair of the maintenance committee.
- b. The board discussed potential candidates to take over the committee. Brenda will follow up.

**IX. Shared Hope Fundraiser**

- a. The board received a request to allow Shared Hope to use UUSMC for a fundraising event without charge.
- b. Although the stated objectives of Shared Hope are commendable, the organization is closely tied, through its founder, to many political efforts that may not align with our congregational values and mission.
- c. The board declines to offer free use of the space for this fundraising event.

**X. Delmarva cluster celebration**

- a. UUSMC and UUFN are co-hosting this event.
- b. The next planning meeting will be on April 23 from 7-8:30 at UUFN.

**XI. Consulting Minister startup workshop**

- a. Greg and members of the board made promises to one another as part of the startup workshop held recently.
- b. The board will follow up at the next meeting to be sure that we are meeting our promises.

**XII. The meeting adjourned at 8:30.**