

UUSMC Board of Trustees Meeting

February 17, 2015

Minutes

Present: Mary Pat Knauss, Bruce Koepcke, Jeanne Hanson, Adam Kegley, Tracy Morgan, Ivonne Antongiorgi, Jamie Kegerise, Rev. Greg Pelley

The meeting was called to order at 7:05 pm.

- Approval of January Minutes
 - The minutes of the January Board meeting were approved.
- Treasurer's Report
 - A generous donation has been received and will be put into our operating reserves. A thank you note will be sent to the donor on behalf of the Board. The Finance Committee continues to monitor our budget and hopes the church may not need to use as much money from reserves as originally planned.
 - The Board agreed to postpone the e-giving project and concentrate on other areas of high-priority, such as, the Service Auction and the pledge drive. We will still attempt to identify a member of the congregation that would eventually lead the e-project. This individual will help review all the options for providers and help with the implementation of the one selected.
 - The Board approved a motion to pay a \$200 fee to the JPD Voluntary Cluster Program. The amount will be paid out of the Board Discretionary fund, which currently has \$400 available. It was agreed this is a positive way for churches in the cluster to relate and support each other.
 - The need for an additional check-signer was discussed. The new Treasurer, to be elected in July, will sign the bank card.
- Minister's Report
 - Worship attendance is steady.
 - The installation ceremony for our Minister, Rev. Greg Pelley, is on April 12. We will have Rev. Manish-Mishra preaching and Rev. Ken Beldon giving the "Charge to the Minister". Customarily, offerings collected at this Service are designated outside of the church to other UU ministries. The church approved a budget of \$600 to cover the costs of the installation ceremony and celebration. The offering collected during the Service will be donated to the Meadville Lombard Theological School.
- Safe Congregations
 - The Safe Congregations Committee was formed to develop a policy for a safe environment for the congregation. Based on the necessity of a set of procedures to be followed in the event of an incident, the Committee is looking at multiple sources in

creating a policy manual for the church. After the policy is finalized, the committee will sunset.

- Leadership Council
- The Board discussed the Leadership Council and Bruce Koepcke will make a proposal regarding adjustments to the meetings based on the discussion.
- Minister and Staff Evaluation Process
 - Staff evaluations should be linked to compensation. Rev. Pelley will conduct staff evaluations in the next month. Salary adjustments for minister and staff are based on performance, UUA, and local market guidelines. A sub-committee of the Board will prepare Rev. Pelley's performance appraisal.
- Six-month Board Evaluation
 - The Board discussed several items related to Board priorities for the year, strategic goals, etc. It will continue to look at areas for renewal, improvement, and future work.

The meeting adjourned at 9:15 pm.

Respectfully Submitted,

Ivonne Antongiorgi

Secretary