

# First Unitarian Church of Chicago

## Minutes of the September 15, 2016 Meeting of the Board of Trustees

### Trustees Present:

Kris Barker  
Beverly Bennett  
Christine Harrell, Alternate  
Margot Horn  
Dennis Koehn  
Joan Pederson, President  
Jim Proctor, Vice President  
Kent Richmond

### Others Present:

Joanne Michalski, Treasurer  
Julie Larson, Secretary  
Rev. Teri Schwartz, Senior Co-Minister (ex officio)  
Rev. Karen Mooney, Interim Religious Education Minister  
Vince Vitullo, Finance Committee

### Participating by Phone:

Rev. David Schwartz, Senior Co-Minister (ex officio)

The meeting was called to order by Joan at 7:15, followed by with the Chalice Lighting with opening words from Dennis, then check-in by those present.

### 1. Appointment of Officer

**MOTION:** Appoint Julie Larson as Secretary. (Motion: \_\_\_\_\_; second: \_\_\_\_\_). Passed.

### 2. Treasurer's Report

- Joanne Michalski explained the budget for the upcoming fiscal year and showed how to read the budget and financial reports.
- Due to the loss of \$14,000 in prospective income that occurred after the 2016–2017 budget was adopted at the Annual Meeting in May, cuts totaling about \$14,000 had to be made. Joanne presented options the board had considered in April. Discussion followed, revising that list.

**MOTION:** Reduce the amounts budgeted for the following expense categories by the amounts shown: Worship \$2,230, Music program \$3,856, Board & Committees \$800, Program Council (Communications) \$500, Benevolence & Denomination \$1,500, RE program \$1,640, Church administration (Phone System) \$1,200, Property Expenses (Interiors 2,500; Landscaping increased \$300 for needed treatment) \$2,200, totaling \$13,926. (Motion: \_\_\_\_\_; second: \_\_\_\_\_). Passed.

- The Discretionary Fund has been switched to E-Trade to save investment fees.

### 3. Space Use Agreement with Little People Learning Center

The Finance Committee recommends adoption of a one-year space use agreement with this long-term user. Negotiations for a longer contract will begin in the spring, and will be influenced by completion of work addressing past deferred maintenance. Proposed changes from the current agreement:

- 3 percent raise in space use payments
- Written agreement on allocation of expenditures
- Either party can cancel the agreement with four months' notice

**MOTION:** Approve the proposed space use agreement with Little People's Learning Center. (Moved: Kent; second: Dennis). Passed.

## 5. Discussion of Various Group Accomplishments and Goals

Joan: Groups should submit intended accomplishments and goals to the rest of the board in writing. Address purpose and timetable. Will post more at board folder on Google Drive.

### **Leadership:**

Dennis: proposal to discuss with former members as to why they left

**Membership:** Beverly: Membership offering collaborations with leadership

Margot: Membership Committee is defunct, how to revitalize

Teri: Meeting to revitalize set up for Sunday

### **Capital Campaign:**

Kris & Teri: Capital Campaign Consultant Search Team is interviewing consultants (see handout), will decide on recommendation of consultant by next board meeting, down to two candidates with two different approaches.

### **Bylaws Committee:**

Joan: Working on section about councils and committees, working with idea of a single main council.

## 6. Fenn House Funds Originally Designated for Capital Campaign Preparations

- Building emergencies (mainly heating system, repairs needed for retaining Little People Learning Center) exhausted the funds set aside from sale of Fenn House for preparations for the capital campaign.
- Joan announced that two anonymous members will donate \$28,500 to cover the cost of the feasibility study. Joanne specified that the donations will be put in a reserve fund and used solely for that purpose.

## 7. Minutes from August 14, 2016

Changes: Jim is vice president, Joan is president, Kris was secretary pro tem.

**MOTION:** Approve the minutes of the board meeting on August 14, 2016, as corrected (Moved: Beverly; second Kent). Passed.

## 8. Minister's Report

Minister's report distributed but will be discussed at the October meeting.

## 9. Religious Education Report

- Discussion on discontinuing the OWL program for grades [?-?]. Other churches have also discontinued or limited access. Other UU congregations may absorb some students, however there is limited time availability and maybe closed by now.
- There has been a change from 4 Sunday classes last year to 3 this year: too few teachers.

## 10. President Report

- Survey: hard copies in office, available online for the whole summer, closing date soon, encourage people to respond. Distribute palm cards with URL to get people to finish the survey
- Margery Boyles has resigned as RE Council Chair and needs to be replaced.

Dennis offered closing words. Joan adjourned the meeting at 9:35 p.m.