

**First Unitarian Church of Chicago
Minutes of December 20, 2018 Board Meeting**

Trustees Present:

Betty Holcomb	President
Christine Harrell	Vice President
Julia Elizabeth Harris	Treasurer
Ellen Larue	
Joe Harrington	
Beverly Bennett	
John Martin-Eatinger	
Amos Biggers	
Kristen Faust	

Also Present:

Rev. Teri Schwartz	Senior Co-Minister
Rev. David Schwartz	Senior Co-Minister
Beth Moss	
Julie Larson	Secretary

Meeting began at 7:10 with opening words by Ellen, chalice lighting by John.

1. November Minutes

The motion to accept by John, seconded by Joe was unanimously approved.

2. RE Report

Along with the written report, Beth highlighted the following:

- High turnout for RE in the past month
- The Mitten Tree play went great
- the nursery and pre-K classes are doing well, (5) frequent participants along with visitors
- Coming up, overnight with theme Star Wars
- Anchor teachers have been vital for continuity
- Cradles to crayons was successful
- Donut sale was successful, raising over 200 dollars for a trip to Boston
- Other fundraisers, such as a pancake breakfast, will be held each month

The motion to accept by Ellen, seconded by Beverly was unanimously approved.

3. UU Convention

Marie Cobbs has self-appointed to attend. Historically, 11 signatures are needed and presented to the board to have a person appointed. An announcement needs to be made to get additional people interested.

4. Financial Report

Presented by Liz

- Working with Mike Knowles and Joanne Michalski, there are now clarifications for accounts. Accounts need to be consolidated to make the monthly statements (balance sheet) easier to read.
- Annual pledges have increased in the past 4-6 weeks, the gap in budget-pledges is now \$25,000.
- Jim and Lisa are continuing to be soliciting pledges one-on-one to continue received commitments.
- E-Trade account is in process of being transferred, will be done by the end of January.
- Joanne is billing for 7 hours at \$150 per hour. Liz is donating \$500, with John picking up the balance of \$250. The original 2 hours were paid by the church.
- The board is grateful to John and Liz for funding the 5 hours billed.
- Access to accounts will be re-signed.
- A Finance Committee has been proposed, with Leslie Davis, Lauren Stern and Kristin Faust asked to serve. David and Betty are going to continue to serve. Question posed, who will take David's place during sabbatical.

- Pledge Drive and Capital Campaign: for the Capital Campaign, Jim Proctor reports at \$850,000 to date.

The motion to accept by Beverly, seconded by John was unanimously approved.

Continued Financial Discussion: For the Annual Pledge Drive, Betty spoke of the need to reach out to the people who haven't pledged, where there is a pledge of substance.

Ellen mentioned that Liz will be doing a tutorial on how to read the Financial Reports. Teri posed that the tutorial should be in the board meeting so everyone can benefit. Liz proposes for the February board meeting.

The **Capital Campaign** is not part of the Treasurer's Report, as it is a separate account.

- Beverly: can be a report of the status of the monies in the capital campaign be given to the board members. Betty to ask the co-chairs or Mike to generate the report.
- Joe: have a printout of goal, money raised, money given actually, what has been spent.
- Teri: there will be a committee to oversee the continued collection of the money over a 3-year period.
- Betty: need Canvass Chairs for next year, asking for board members to offer people who may be willing to contribute. Teri: this needs to happen by the end of the year.

5. Talent Auction

Presented by Betty

Cheryl Wegner will serve for the auction, needs to have others for the creative side. Need new ideas. The auction last year did not generate funds like the years before, so needs to be revamped. Betty is suggesting two more people with fresh ideas.

Teri: maybe the auction needs to be suspended and find something else to replace.

David: maybe there should be a separation between the auction and having a party. The consensus is to have a jazz night.

Teri: maybe with the generation gap, we need to think beyond jazz.

6. Ministers' Report

- Thanksgiving dinner was a success
- Thank you to Joe for putting together Timuels' 100 Birthday Service, with rousing appreciation and applause by board.
- Working on strategy for Phase 3 of the Capital Campaign with a Lisa and Jim.
- Working with Liz and Mike to clean up the treasurer's information. There is a year's worth of mess.
- Annual pledge drive: gap in the pledges/budget with a projected shortfall \$23,000. To address this gap, \$15,000 in the budget for repairs can be cut in half for 1 year and the membership coordinator position will not be filled this year, with \$5,000-\$7,000 savings by not filling the position.
- The anchor teachers should not be cut. Obvious cuts will be \$10,000-\$15,000 without feeling it much.
- Running a deficit budget, there is approximately \$5,000-\$10,000 in cash reserves, however, at the end of the year there will be cash difficulties.
- Joe: let's give it a month within the 3rd quarter to see if we can try to raise the funds before cutting the budget.
- There is actually a gap of \$50,000 but it is expected (hopefully) that the \$27,000 in outstanding pledges will be collected.
- John: is there any way to transfer some of the preventative maintenance put into the Capital Campaign? Amos reiterated the question, Teri: that has already been done as the Capital Campaign was being developed, there is no way to do it now. David: nothing in preventative maintenance has to be done right now as long as there are no major problems.
- There will be a celebration in February about the Capital Campaign, and the new Pledge Drive starts in March.
- New membership: 7 new members.
- Encourage board to continue to talk to congregant RE conflicts.
- Sabbatical committee has been set and has two meetings.
- First forum is being set, Jason will be a part of each of that.
-

The motion to accept by Christine, seconded by Joe was unanimously approved.

Break 8:30-8:40

7. Miscellaneous Topics for Discussion

Presentation to thank Joe Harrington for his ongoing support of the church with Timuel's party, Kwanza and other things. Rousing applause. Presented with a wood chalice.

Betty: Board needs to develop a procedure to follow for handling conflict within the church. An ongoing dispute between a minister and a congregant has been directed to the board to handle from now on. A conflict mediator will be hired (\$600-\$700) to share with other churches on how to handle conflict within the church. This will be set up for October 2019 and will be open Chairs or Board Members only. Lisa Presley, a UU consultant, is suggested to lead.

The motion to accept by John, seconded by Ellen was unanimously approved.

Sabbatical committee: there have been two meetings, with Rev. Jason Lyden to be hired from February 15 to July 15, with an overlap of 2 weeks at the front end. Then the guest ministers/speakers as usual for the summer. There will be email once a month and two First Forums about the sabbatical.

Ellen will oversee the Racial Justice Council.

Christine and Betty will handle Position Description duties.

John is Membership and Events.

Meeting closed at 9:06 with closing words by Ellen.