

**First Unitarian Church of Chicago  
Minutes of November 17, 2016 Board Meeting**

**Trustees Present:**

Joan Pederson	President
Jim Proctor	Vice President
Kris Barker	
Beverly Bennett	
Dennis Koehn	
Kent Richmond	

**Also Present:**

Joanne Michalski	Treasurer
Julie Larson	Secretary
Rev. David Schwartz	Senior Co-Minister
Rev. Teri Schwartz	Senior Co-Minister
Rev. Karen Mooney	Interim Religious Education Minister

Joan called the meeting to order at 7:11 pm. Chalice Lighting, opening words (Joan) and check-in by those present followed.

Rev. David Schwartz opened the meeting asking for commitment to help acclimate Ambroise Niyongabo from Burundi.

**1. Capital Campaign Work**

Errol Kirsch's report has not been filed, and will be distributed when it arrives. This includes an assessment of zone heating and changing the windows to make the Pennington Center more energy efficient. The report will be distributed via email when available.

The tentative date to present the report to the congregation is Dec 11, 11:30.

**2. Policy Proposals, Part 1**

Social Justice Council is asking that the board review the proposed Social Justice Council policies and is asking for input to solidify the document going forward. It was decided that the council should tighten up the language to remove redundancy.

Individual trustees will review the separate sections of of the policy in preparation for leading discussion of them at a future board meeting: Jim—Sponsoring or Co-Sponsoring Events; Dennis—Taking of Positions; Kris—Task Forces, the Council, and the Congregation; Kent—Task Forces and Groups; Beverly—Special Collections; Margot—Basic Procedures.

Need to address when the church is being represented without the approval or involvement of the board or the congregation. Karen offered to send links to other churches' policies that address this issue.

The council was originally formed to organize the congregation for social justice endeavors. Some of the proposed language of the policies accepts confrontational language. It is suggested that the Covenant be worked into the policy document.

### **3. Appointments**

Recruitment for leaders of the Pledge and Auction teams and to fill the vacant position of RE Council chair will be proposed by Joan at the December meeting, and will be emailed ahead of time for review.

### **4. Board Priorities**

Belonging Task Force: Beverly Bennet reported on Belonging group. Proposals offered: to greet at the door, follow up on visitor cards, interact with newcomers and others we don't know well, perhaps revise social hour to increase interaction.

Leadership Development Committee: There is nothing to report on survey data yet. Dennis will take charge of the overseeing of the data compilation.

Bylaws Committee: Completion of concepts and language concerning appropriate roles of committees and councils are on hold until discussion and recommendations about the Social Justice Council policies are completed.

### **5. Policy Proposals, Part 2**

A new Gift Acceptance policy developed by the treasurer and Finance Committee was described by Joan.

#### **Gift Acceptance Policy**

**Unrestricted Gifts.** To provide First Unitarian Society of Chicago with maximum flexibility in the pursuit of its mission, donors shall always be encouraged to consider unrestricted gifts.

**Restricted Gifts.** First Unitarian Society of Chicago may accept restricted gifts only upon the prior, written approval of an ad hoc committee consisting of the Senior Minister(s), the President, and the Treasurer. First Unitarian Society of Chicago reserves the right to decline gifts that are too restrictive in purpose, too difficult to administer, or for purposes outside of its mission.

**Restricted Gifts Requirements.** In the interest of conserving administrative time and preventing possible fraud related to the opening of multiple accounts, the following are the lower limits of restricted gift donations:

1. Additions to current funds (Endowment, Intern, Music) - \$5,000
2. Establishment of a new fund - \$100,000

**Tangible Personal Property.** Jewelry, books, works of art, collections, furniture, equipment and any other property donations will be treated as restricted gifts and only accepted pursuant to the above policy. If accepted, such items must be unencumbered and given outright to the First Unitarian Society of Chicago. First Unitarian does not pledge to keep such gifts in perpetuity, but may at the discretion of its Board of Trustees sell or transfer such gifts in the future.

**Capital Campaign Donations.** Donations made specifically to the Capital Campaign will not be subject to the above limitations. Such donations will be covered by a separate policy.

**Bequests.** Bequests are considered as gifts and donations as those terms are used above.

MOTION: Adopt the proposed Gift Acceptance policy. Kent moved, Dennis seconded, passed unanimously.

## 6. Consent Agenda

- Minutes of the meeting on September , 2016 were approved unanimously (MOTION: Kris; second: Beverly).
- Minutes of the meeting on October 20, 2016 were approved unanimously (MOTION: Kent; second: Beverly).
- Treasurer's report: Cash flow is in good shape, with \$49,000 in the checking account. The Intern, Endowment, and Music funds are back to their original amounts. We will not need to pay for the city's repair of the sinkhole at the drain near the alley in our parking lot.  
MOTION: Accept the treasurer's report (moved: Kent; second: Kris).
- Ministers' report was presented by David.
- Religious Education report was presented by Karen. She suggested that a task force look at successful RE programs at other churches, focusing primarily on how to keep volunteers longer than a couple years. Dennis asked what the RE program does beyond Sunday morning classes. Karen mentioned social justice actions such as how to protest and engagement in the outside world, plus fun like apple picking and the Halloween party. David discussed the potential changes to the RE program to make it more accessible.

Joan offered closing words and adjourned the meeting at 9:50 pm.