

MINUTES
Regular Meeting of the Governing Board of Trustees
First Unitarian-Universalist Church of Detroit
Parlor, 4605 Cass, Detroit, MI 48201
February 8, 2018

CALL TO ORDER: A regular meeting of the Board of Trustees was held on February 8, 2018. Present were Dan Hale, President; Kathe Stevens, Immediate Past President; Joel Fortgang (via phone), Dan Secrest, and Dan Wiest, Trustees-at-Large; and The Rev. Dr. Stephen Butler Murray, Minister (via phone). Treasurer Bob Lauer was excused. Trustee Nathan Strickland was absent. Board President Dan Hale called the meeting to order at 7:02 P.M. There was a quorum.

PAST MINUTES STATUS: There was no quorum for the Board meetings held in November and December 2017, or January 2018.

MINISTER'S REPORT: Rev. Murray reported on

- Previous month pastoral activities including meetings with UU Detroit members about various topics, some of which he brought to Board President Dan Hale for consideration;
- The sanctuary movement for the Rranxburgaj family at Central United Methodist Church;
- His plan to apply for a MidAmerica Chalice Lighter grant for a part-time religious education staff member. The Board affirmed the plan. Rev. Murray will provide a draft proposal at the March 18 Board meeting.

PRESIDENT'S REPORT:

- **EMEAC:** Dan Hale reported that he has been unsuccessful in scheduling a meeting with the Board Chair of East Michigan Environmental Action Council, Fred Vitale. Dan will contact Lencha Acker, UU Detroit's liaison to the EMEAC board, to get an update on any activities.
- **New Board Members:** Dan Hale reported that two congregants volunteered to fill the two vacancies on the UU Detroit board. After discussion and consensus, it was agreed that Dan Hale will call the members and ask them to join the Board at its next meeting, which is set for Sunday, March 18, after the service.

TREASURER'S REPORT: Dan Wiest reported on *Statement of Operations - Actual v Budget FYE 06-30-2018*, *Treasurer Report with Comments on January 2018 Income Statement*, and *Finance Committee Report with Comments on January 2018* which had been circulated to the Board. Dan updated that excess funds in our budget had been targeted for deposit into our Church Trust, but due to the discussion about potential facilities projects, that would be deferred.

COMMITTEE/PROGRAM REPORTS: There were written reports from the Communications and Membership Committees. The following oral reports were given:

- **Buildings & Grounds:** Dan Wiest gave an update on work done by Tim Bailey and Glenn Maxwell in the sanctuary (circuits, heating) and potential large facilities projects (social hall floor, sanctuary windows). The facilities projects fall in line with UU Detroit member Joel Batterman's email on behalf of the Young Adult Group offering to implement a fundraising project. Dan Hale will contact Joel to discuss coordination with the Board.

- **Social Justice:** After discussion, it was **MOVED** by Kathe Stevens, seconded by Dan Wiest, to accept Glenn Maxwell's proposal to involve UU Detroit in [Michigan United](#)'s letter-writing campaign to support the Rranxburgaj family in sanctuary at Central United Methodist Church; **APPROVED**.

NEW BUSINESS:

- **Jerry Williams Bequest:** We have been advised that UU Detroit member Jerry Williams, who passed away in August 2017, has named UU Detroit as the beneficiary of his retirement account. A death benefits claim form and supporting documentation will be provided to Western & Southern Life, the holder of the funds. The Board is grateful to Jerry for his generosity.
- **Board Secretary:** Dan Hale and Kathe Stevens met with our Office Administrator, Nancy Shattuck, to review her responsibilities and investigate the possibility that Nancy might increase her hours to include the Board Secretary position, to which she agreed. In conjunction with this suggestion, Rev. Murray, Dan Secrest, Dan Hale, and Kathe Stevens will rewrite the Office Administrator job description. After discussion, it was **MOVED** by Kathe Stevens, seconded by Dan Wiest, to appoint Nancy Shattuck as interim Board Secretary through the end of the 2017-18 fiscal year in extended hours, to be determined, at a rate of \$13/hr; **APPROVED**. Dan Hale will advise Nancy of the decision.
- **Membership Committee Chair:** Dan Hale reported that Kathe Stevens and Deanna McGraw are considering co-chairing the Membership Committee. Kathe confirmed, and Dan will contact Deanna to discuss.
- **Future Meetings:** It was agreed that, to encourage participation and to make meetings more accessible, the Board will switch its meetings to Sunday afternoons. A tentative schedule of third Sundays was agreed, although immediate future dates will be discussed at the March 18th board meeting so that the new Board members may have some input.
- **Quarterly Sessions with Congregation:** Dan Hale reported that he and Rev. Murray had arranged to schedule quarterly interactive meetings with the Congregation. Dan asked Board members to participate at the upcoming interactive meeting scheduled for Sunday, February 11, after the service. Some general topics were discussed to share with the Congregation.
- **Canvass Campaign Chair:** Dan Hale reported that he would be searching for a chair for the Canvass Committee. He asked Board members to send an email to him suggesting the names of potential candidates.

ADJOURNMENT: It was **MOVED** by Dan Secrest, seconded by Kathe Stevens, to adjourn the meeting; **APPROVED**.

Next Meeting (NOTE NEW DATE/TIME and LOCATION):

Sunday, March 18, 2018 in the Parlor @UU Detroit following the service

Subsequent meetings TBD but likely April 15 and May 20