

March 10, 2010

Minutes—First Unitarian-Universalist Church of Detroit

Board of Trustees

Call to Order: A regular meeting of the Board of Trustees was held in Memorial Hall on March 10, 2010. President Marilyn Mitchell called the meeting to order at 7:02 PM.

Members In Attendance: Marilyn Mitchell, Bill McKnight, Alma King, Alicia Biggers, Dessa Cosma, Elayne Sikelianos, Sally Borden, Linda Darga, Danny Rebb, Rev. Drew Johnston.

Opening Thoughts: Rev. Drew Johnston

President's Remarks:

I. Young Adult Conference hosted by 1st UU—Julie Brock. (new business)

- A. April 23, 4 PM to April 25 10:30 AM. See attached sheet for details. Approved by the Board.

II. Officer Reports:

- A. Alma King, Secretary. Minutes of February 10, 2010 Meeting. (Attached) Motion to approve the minutes made by Danny. Seconded by Bill. Minutes were approved as presented.
- B. Linda Darga, Treasurer. See attachments. (1) Financial statement as of 3/8/10; (2) Bill Payment List 1/1/10 to 3/8/10; (3) Statement of Cash Flows 1/1/2010 to 3/8/10; (4) Balance sheet as of 3/8/10 (not totally accurate because unsure of what amt. to begin 2010 with.); (5) Profit & Loss: Cash Basis 1/1/10 to 3/8/10; (6) Profit & Loss: Accrual Basis 1/1/10 to 3/8/10. (7) Updated statement from Rev. Drew detailing (1) amount owed to him for miscalculations in 2009 and (2) amount needed for church account so recently issued checks can be cashed.

Discussion followed. Budget needs more refinement and will need accuracy for May annual meeting. Also, clearer data is needed for the March 28 meeting. Other suggestions: (1) Parking lot could be better utilized for income. (2) Check on costs of vespers and coffee hour. (3) Check into costs of various insurances. (4) Reminder: Use of a professional payroll service has been previously approved by the Board.

III. Committee/Program Reports.

- A. Plan for 1st UU's involvement in the US Social Forum—June 22-26 headed by Dessa. See attachment for details. Alicia will assist. Approved by the Board.

IV. Status Check on Action Items from February. Dessa

V. Minister's Report: Rev. Drew Johnston

- A. Don't rehash old anxieties!
- B. Rental Possibilities: (1) Alternative Housing Use. "Dorm" type use for former classrooms in 2nd floor of McColleston. 5,6 spaces. Some start up costs to install a simple kitchenette and shower facilities. Will have a "resident advisor" to supervise. Katie McIntosh is working on it. Hopefully, by next fall. (2) Sell part of parking lot to the adjacent apartment building. Marilyn will pursue discussions with building owner. Bill will contact Stuart Smith for details about Church's purchase of the lot. (Exact amount church paid for it).
- C. Money owed Drew from pension miscalculations in 2007, 2008. Work being done to resolve this. Very expensive to have it resolved as 2009 issues were because of the amount professional time needed. There is a less expensive way to come up with the amount owed.
- D. The Trust will officially forgive the debt of money "loaned" to the church.

VI. New Business

- A. Canvass. Some delays due to illnesses, but should get back on track.
- B. Worship Trustee Schedule for March-April. Distributed by Alicia
- C. Search Committee. (Alicia) Because the Board appointed the committee, the Board will need to decide what to do with the committee. Discuss next month.
- D. Policies:
 - 1. Policy on "street people" not needed because the disruptive behavior policy should cover situations, but extra support for Ushers is needed.
 - 2. Policy on "Civility and Conflict Resolution for Church Meeting". Motion to adopt with formatting corrections to be done by Alicia. Seconded by Elayne, Danny. Adopted on March 10, 2010.
 - 3. Sample format for policy writing distributed by Alicia.
- E. Portfolio updates and assignments. Immediate need is for a finance committee (portfolio). Linda Darga, Treasurer, will head the Finance Portfolio and will ask others (both board members and non-board members) to be part of it. Finance would cover fund raising, budget development, endowment management. Danny Rebb will continue to assist with the canvass. Elayne will look for contacts with non-profit ties for grant writing.

VII. New Business

- A. Allied Media request for crash space for June 18, 19. (Alicia) Approved by Board.
- B. Drew/New Contract. Task Force Linda, Alicia, Alma to work on this.
- C. March 28 Congregational meeting. Drew, Marilyn will plan content.
- D. Financial policies can be reviewed with input from DESC

- E. Make inquiry of Sugar Law if they would be interested in buying the Church House. Marilyn will discuss with them.
- F. Sommerville House. Consider purchase. See attached sheet with info. The Church would be the buyer perhaps using funds from the Endowment Fund which the Trust will fund.
- G. Bill: Is there further need for him to pay for support services with his credit card for Power Church? (NO) Use of Power Church will cease as soon as information in it needed for new directory is obtained.

Closing Thoughts: Rev. Drew Johnston

Adjournment: 10:09 PM

Respectfully submitted,

Alma King, Board Secretary

Next Meeting: Wednesday, April 14, 2010 7:00PM Memorial Hall

Attachments:

1. Agenda for March 10, 2010 Board of Trustees Meeting
2. Minutes for February 10, 2010 Meeting
3. Treasurer/Financial Reports.
 - (a) Financial Statement as of 3/8/10
 - (b) Bill Payment List 1/1/10 to 3/8/10
 - (c) Statement of Cash Flows 1/1/2010 to 3/8/10
 - (d) Balance sheet as of 3/8/10
 - (e) Profit & Loss: Cash Basis 1/1/10 to 3/8/10
 - (f) Profit & Loss: Accrual Basis 1/1/10 to 3/8/10.
4. Updated statement from Rev. Drew detailing (1) amount owed to him for miscalculations in 2009 and (2) amount needed for account so recent checks can be cashed.
5. Trustee Worship Schedule April-May (Alicia)
6. Adopted Policy: Civility and Conflict Resolution for Church Meetings
7. Policy Info. a. List to be completed. b. Format style sample
8. Portfolio List: 2009-2010
8. Portfolio Management Guidelines
9. Sommerville House Sales Information(Linda)
10. Young Adult Conf. Proposal (Julie)
11. U S Social Forum Planning (Dessa)

