

**May 12, 2010**

**Minutes—First Unitarian-Universalist Church of Detroit**

**Board of Trustees**

*Liberate the truth, radiate kindness, and love courageously*

**Call to Order:** A regular meeting of the Board of Trustees was held in Memorial Hall on May 12, 2010. President Marilyn Mitchell called the meeting to order at 7:10 PM.

**Members In Attendance:** Marilyn Mitchell, Bill McKnight, Alma King, Alicia Biggers, Dessa Cosma, Elayne Sikelianos, Sally Borden, Linda Darga, Excused: Danny Rebb. Not in attendance: Rev. Drew Johnston. **Guests:** Julie Brock, Robert Johnson, and Lee Gaddies.

**President's Remarks: Marilyn Mitchell**

**I. Consent Agenda**

**A. Officer Reports:**

- B. Alma King, Secretary. Minutes of April 14, 2010 Meeting. (Attached) Motion to approve the minutes made by Dessa. Seconded by Elayne. Minutes were approved as presented.
- B. Treasurer's Report Linda Darga, Treasurer and Rev. Johnston. See attached Reports. (1) Profit & Loss, 01/01/10—05/10/10; Balance Sheet as of 05/10/10; Profit & Loss, 01/01/10—05/09/10, both accrual & cash basis. From Drew: Profit & Loss Ap. 2010; Staff summary sheet.

Additionally, \$20K will be needed both in May & June from the Trust. There is \$8000 in bills and Rev. Drew is not able to cash his paycheck. Rev. Drew is owed \$14K for 2009, \$10K of which is for overdue pension payments. Money is still owed Rev. Drew for 2007, 2008 miscalculations. \$2500 is owed to "Street Retreat" that was entered under Powerchurch and spent when shouldn't have been. A Finance Committee is being organized. Initial members to be Linda, Dan S., Bill, Sally (?). Anyone else who would like to participate is welcome.

**B. Committee/Program Reports.**

- 1. Worship; (Alicia) Attached
- 2. Motor City Pride; MI Summit: USSF. (Dessa). Attached.

- C. **Motion to approve of the consent agenda.** Made by Alicia. Seconded by Sally. **PASSED.**

**II. Minister's Report: Rev. Drew Johnston. Written Report submitted**

- A. Staff: (1) Joe has had some health problems. (2) Jenn should not be expected to do Treasurer's job without more training and clearer expectations. (3) Decision needs to be made about how long Leonard will be needed to do his kitchen job into the summer.
- B. Finances: (1) Treasurer training is important. (2) Summary of staffing expenses is attached. (3) Church as fiduciary for "street retreats" (See Treasurer's report.)

- C. Leadership and Governance: (1) Don't discourage new leadership efforts. (2) Talk to the congregation more openly and make clear statements about the future. (3) Make charges to groups trying to accomplish a task specific and do not dismiss their results with harshness.
- D. Ministry: Rev. Drew will need to be out of town for family business and will not be present for the Annual Meeting, May 23 and will find someone to fill the pulpit that same day.
- E. **Action Item. New editor for the Newsletter is needed, as Ryan King will no long be available.**

### III. Old Business

- A. Young Adult Conference report—Julie Brock. (1) 35 attendees (2) Held workshops and did social justice projects. (3) Deemed a success! (4) Small donation from group as thanks for 1<sup>st</sup> UU hosting.
- B. Arrangements for USSF, Motor City Pride. Written report (Dessa)
- C. Status of canvass. Report not available.
- D. Status of new church directory. Almost done.
- E. JVP Art Exhibit: Dessa will meet with their representative to see what space they might use. They would like to use the space for about one month. Elayne offered to help Dessa.
- F. **Action Item: Annual Reports due. Each Trustee should have their report to Jenn in the office by Wednesday, May 19. Jenn will compile the final Report. It will be published electronically. Any church member who wishes a printed copy can request one from Jenn. Marilyn will inform Jenn of the process.**
- G. **Endowment Fund Committee: Action Item: Need to set a date for 1<sup>st</sup> meeting.** Members will be Bill McKnight, Jim Harvey and Alma King as secretary.
- H. Brainstorming task force. (See attached report.) Discussion. What are best ways to follow up and best ways to communicate? Publicity ideas? T-shirt advertising the church. An action item, easily implementable. **Action Item: Motion made by Linda that one t-shirt design be made and brought to a coffee hour for people to see. If design is well received t-shirts can be ordered and a process set up to do this. Lee Gaddies to be in charge of the t-shirt project. Seconded by Elayne. PASSED**
- I. Feasibility of Housing Students Committee Report. Linda's friend, Chris, a builder/contractor has looked at space being considered and done some measuring. Shower stalls will need to be put into bathroom areas. Also, sharing bathroom space with Sugar Law needs to be considered. How to heat area is of concern because the large boiler has to be used which also heats Sanctuary and McCollester. **Action Item. Cost estimates needed by next Board meeting, June 9.**
- J. Other: Marilyn proposed having an energy audit done for the building. Also, Marilyn will meet with Sugar Law to see if they might have an interest in buying the Church House.

### IV. New Business

- A. An application has been submitted for an interim minister. As of May 10, four applicants had expressed interest. Goals for the interim: (1) Help us transition our buildings; (2) Help us transition to policy governance; (3) Help us attract younger members.
- B. Religious Leadership Planning Group (Sally). A group needed to meet to decide April through June about what to do after June 30. Will act on this if no interim found. Other: A possibility of sharing a minister? Marilyn will contact other local Board Presidents. Idea of “sharing resources”.
- C. Possible Members for Interim Search Committee. Sally will contact. Members to be Robert Johnson, Stephanie Chang, Sally, Julie Brock, Bill McKnight.
- D. Discussion Items not on Agenda. (??) (1) Lack of Budget for Annual Meeting. Congregation will be expecting one. A budget can be presented to Congregation in September. Important to stress that we now have a consistent accounting system.
- E. Staff concerns. (1) How do we use staff and reassure staff during this transition time? **Action Items: (2) Katie needs to write her job description. Marilyn will discuss this with her. (3) Linda can authorize Katie to spend money for her publicity work. (4) Schedule an Exit Interview with Drew to clarify what building care issues he has special knowledge of. Who will do this? [Not specified] When? [Not set]**
- F. Transition meeting with Rev. Lisa Presley set for Tuesday, May 26 at 6:30 pm at Church.
- G. Reminder: Agenda needed for annual meeting. Voting for officers may come first and expect some people to be nominated from the floor.
- H. Alicia will send Portfolio information that can be used for new Board.
- I. Marilyn: **Action Item: Seminar to train Board members in use of Plan, Portfolios, Policy Governance will be held after the election.**

**Adjournment:** 9:10 PM

Respectfully submitted,

*Alma King*, Board Secretary

**Next Meeting: Wednesday, June 9, 2010 7:00PM Memorial Hall**

**Attachments:**

- 1. Agenda for May 12, 2010 Board of Trustees Meeting
  - 2. Minutes: April 14, 2010
  - 3. Treasurer/Financial Reports (6)
  - 4. Report/Update: Pride; USSF; Art Exhibit (Dessa)
  - 5. Worship (Alicia)
  - 6. Minister’s Report (Rev. Drew)
- 1. Individual Annual Reports
  - 2. Brainstorming Task Force Report
  - 3. Religious Leadership Planning Group Report