

Splinters from the Board  
March 10, 2013  
7:00 p.m. At the UU Center

**UUFCM Covenant**

**UUFCM Mission Statement**

Present: Norma Bailey, Vicki Chessin, Ricky Courlander, Sarah Curry, Gisela Moffit, Grace Rollins, and Rev. Dr. Nana' Kratchivil

1. Chalice Lighted (Nana') Reading
2. Welcome (Grace) – brief check-in by all
3. Consent agenda – Minutes of February meeting approved.
4. Updates- A) Feedback shared from those who have heard Leonetta Bugleisi preach. Cassie Howe remains interested as well but future discussion tonight may change our plans.(Grace), Nana' has spoken again with Cathy Harrington who may be interested (Nana'),  
B) Cost & Mechanism of "Time Out" in Morning Sun (Chris) deferred in her absence,  
C) Building Insurance review (Ricki), has been paying it quarterly  
D) Ricky has received the audit for the Workman's Compensation Insurance for the coming year. Ricky will report our 5 total employees = 3 professional contracted staff and 2 hourly staff.  
E) Sanctuary sound-system modification & Cost (Vicki) attached to the Worship Team report addressed later,  
F) Fellowship video (Grace) has been released on Facebook and our Web site, - well received.  
G) Baden Powell Service Assn sponsorship follow-up with Bob Busch (Grace) - attachment from Bob Busch still needs clarification. Gisela has created a check list for cleaning and closing procedures to add to the Building Use agreement. Gisela will have Bob or Liz sign the Building Use agreement including the Cleaning and Closing Procedure list each time. The board supports their use of the building two Tuesdays a month provided it does not conflict with Reader's Theater on the third Tuesday of the month.  
H) Affordable Care Act speaker (Chris) – deferred.  
I) Norma will make us all aware of Pride week events and other special interest week events as they are published by CMU.
5. Treasurer's report (Ricky) – attached. February Expenses: \$5892.61/Deposits: \$5568.63 . Ricky will be having a hip replacment on Tues. March 19. Gisela will check items from the PO Box during Ricky's incapacity.
6. Minister's report (Nana') – attached Email.  
Dawn reported to the Worship Team and to the earlier meeting with the Presidents that she has decided to attend seminary full time starting in August 2013 and will be leaving her position as Worship Director. Nana' who is the Transitions director for the Heartland District of the UUA in Michigan can be of great help in the process of transitioning to a new arrangement here. Because Leonetta is ¾ time in Rochester she would not be available for more than ¼ time. Cassie is without a church, but she resigned to live in Holland and might be up for available part time but not much more than ½ time. Cathy resigned from Ludington for good reasons and she is committed to a half time job helping the family members of 9/11 victims. Currently living in Ludington and very interested in ¼ ministry (might go ¾ minister?)  
A consulting minister has a contract for defined amount of time with a defined list of priorities. For example: Maintain the quality of our worship experience, promote growth of the congregation in numbers and promote development of programs, provide pastoral care and represent us in the community at large, help with the preparation of the lay persons providing the liturgy on the alternate Sundays, and keep the professional tone in the liturgy.  
The Board reviewed the UUA guidelines for salary, housing, FICA, and other benefits suggested for a congregation our size. Within our current budget we can offer a package up to \$50,000 a year with the

terms of the package to be negotiated to meet the individual's needs. This meets the recommendations published by the UUA for a  $\frac{3}{4}$  time consulting minister to a congregation of our size. Norma moved, Sarah seconded and the board approved the motion that we seek a  $\frac{3}{4}$  time consulting minister to replace our  $\frac{1}{4}$  time minister and our  $\frac{3}{4}$  time Worship Director for the 2013-2014 year.

This opens up a much larger pool of accredited ministers available to us and affords us the help of the UUA in matching a minister. (A trained, accredited interim minister would need to be full time and is prohibited from being "called" by us down the road.)

Nana' advised the board follow a process of "best practice" whereby the board will call all members of the congregation to discuss this and ask them to each name one or two people they would trust and like to see on a Transition Team tasked to select the next minister. The 8+ people most often suggested are asked if they are willing to serve in that capacity if selected. The congregation then votes for 3 members. Those with the highest votes are on the team. This 5 member Transition Team will, with the guidance of the UUA, select a minister to present to the congregation for a vote of support. The Board will also establish a Negotiating Committee who negotiates the details of the financial package with the minister. This committee of three is often composed of one member from the Transition Team, one Board Member and one "Respected Elder." At least one of these should be smart in financial matters – often a previous Treasurer.

Grace will contact Leonetta and Cassie and let them know we are going in a different direction.

7. Worship Team report (Vicki) – attached. The quote for a third speaker to balance the sound with the congregation facing the stage is only \$110 more than the cost to move one of the two current speakers and leaves the sound system intact when events rotate 90 degrees. It was moved and seconded to proceed with the installation of the third speaker with Audio Foundry LLC as quoted.

8. RE Committee report (Sarah) – attached 3 documents: Minutes of last RE meeting March 7, 2013. DRE Duties. RE Committee Duties. Each was reviewed and accepted by the Board. We need a Childcare Master List of those with established background checks, over 18 years old, who are available for childcare at events. There needs to be a Child Care Coordinator (currently Norma is willing to do this) The individual in charge of any event needs to identify how many children of what ages will need care and contact the Child Care Coordinator who will arrange child care.

9. Social Action report (Norma) – Mari Potter has agreed to mentor Codi Brown with the food truck although Codi has moved to Midland.

10. Membership Committee report (Gisela) – new member, Tara Vancil has not signed the book yet and we have lost one member with the death of Linda Spyke. There was discussion re a memorial service for her as a member to celebrate her life. Nana' is willing to lead the service on Sat., April 13 in the afternoon unless this may conflict with the family's plans for a large memorial service to which we will all be invited in Lansing in April.

11. Miscellaneous Reports:

A) Social Fun – no report.

B) Building Manager –attached. There is a leak in the furnace room to be evaluated this coming week. Blower parts for the furnace were replaced.

C) Publicity- video released – see above

D) Communication Task force – have not met yet. Deferred.

12. Old business -A) New Volunteer coordinator needed (All), - pending

B) February's Fellowship life meeting was held to discuss the budget (all) , Norma took notes: there was a request to update the congregation on the status of the capital campaign and expenditures. Ricky will do so.

C) Stewardship Drive (Norma) The introductory letter Norma sent out this week should have been received by all. Norma has identified 8 people as the Stewardship Ambassadors with training next Sunday. The Fellowship Life Meeting on March 24 will launch the Stewardship drive. Packets will be

handed out at the meeting on March 24. On March 22 Norma will have Kirsten send an Email reminder of the meeting on March 24 with the packet as an attachment for those who wish to review it before the meeting. Norma is working on a script for the Ambassadors that will explain the budget, survey the congregation about their needs and concerns, and explain the process to select our next minister. Nana's sermon today was a "pitch" for stewardship.

D) Heartland District meeting: no board members can go. Gisela would go if someone else would be going too on April 12-13. She may ask a number of others not on the board if they would like to go.

E) Nominating Committee for the next board of trustees (Vicki/Norma) will be meeting on Tues.

March 12 at 7:30 PM here. This committee includes Norma, Vicki, and Chris Bailey with Gisela consulting.

F) Annual reports from committee chairpersons (all) are due to Kirsten by April 1 for inclusion in the Annual Report. This year it will include acknowledgement of all our volunteers and the building manager. May designate a "Volunteer of the year".

### 13. New business –

A) General Assembly Delegate credentials & Absentee ballots (Grace) June 19-23 Louisville, KY.

Deadline for delegates is June 7.

B) Fellowship Life Meeting (all) March 17 will be announced via Email with an attached letter from Dawn about her plans to leave and a letter from Grace and the Board indicating we are working on a plan. Dawn will also have a verbal announcement at the beginning of worship on March 17. The meeting will begin with Dawn invited to say what she wishes to the congregation by way of announcement – not goodbye- and the board position will be explained by Vicki after Dawn steps out.

C) March 24 Fellowship Life Meeting will answer questions about the Stewardship Drive led by Norma.

D) Board Tickler (Grace) – reminder to committee chairs to turn in their annual report. Nana' will add something. So will Gisela for hospitality volunteers. There are no bylaw changes this year. Employee evaluations are due with more concrete feedback, compare their job description with their performance.

14. Adjourned at 9:50 PM. There will be an extra BOT meeting Tues. March 19<sup>th</sup> at 7:30 PM at the UU Center to finalize the process and schedule in the formation of a Transition Team to find our next  $\frac{3}{4}$  time consulting minister.

Next monthly Board meeting will be Sunday, April 14, 2012 at 7PM at the UU Center.

Respectfully submitted by Vicki Chessin, secretary.