

**Second Unitarian Church of Chicago  
Board of Trustees**

**September 12, 2017 Meeting**

**Minutes**

**Approved October 10, 2017**

| Trustee                  | Attending | Trustee                                     | Attending |
|--------------------------|-----------|---|-----------|
| Tom Denio, Past Chair    | N         | Dana Hill, Treasurer                        | Y         |
| Dan Lewis, Chair         | Y         | Mary- Helen Steindler, Council Chair        | Y         |
| Tom Clowes, Chair Elect  | Y         | Susan Richter                               | Y         |
| Joyce Haeckel, Secretary | Y         |   |           |
| Staff                    | Attending | Staff                                       | Attending |
| Rev. Jennie Barrington   | Y         | Andrew Zallar, Congregational Administrator | Y         |
| Guests                   | Attending |   |           |
| Jim Redlich              | Y         |   |           |

### **Meeting Kick-off**

Dan Lewis opened the meeting at 7:04 pm with a shared recitation of the covenant. This was followed by check-in of those present. Tom Clowes moved the minutes of the August 8, 2017, Board of Trustees meeting be approved. Mary-Helen seconded. Motion passed. Dan asked if BOT members would like to suggest changes to the Agenda. Susan asked that an engraving request be added.

**2U Cloud Orientation Presentation by Jim Redlich** – Jim Redlich showed Board members a Google Drive he has set up to archive documents from previous meetings, committee reports, and other 2U records. The information is available to Board members as a Shared with Me list on Google Drive. He encouraged us to add other material that would be helpful to include in the archive.

**Important Dates** – Dan highlighted important dates on the calendar: Retreat for Beloved Conversations on September 22-23; Involvement Fair on September 24; Board Retreat October 14, and Fall Fest Saturday on October 21.

### **Staff Reports**

#### **Minister's Report:**

Rev. Jennie Barrington submitted a written report. She called attention to Rudra's article in the June Anvil and wants to be sure that everyone knows Rudra will be leaving 2U. Dan will write a letter from the Board thanking Rudra for his ministry with us. Rev. Jennie also shared observations from feedback she has received from 2U members. Two frequent comments she heard were that it seemed people were always leaving and that we have often dealt with the issue of adding a second Sunday service. She said she has been learning about our history and feels that is important for future planning.

#### **Congregational Administrator's Report:**

Andrew submitted a written report which included a building fund transfer proposal from the Finance Committee. The exterior painting is projected to total \$9,850.00. Andrew recommends that the BOT approve the \$4,697.22 of previously restricted funds be used to help cover this total of \$9,850 and that the remaining \$5,152.78 be covered from the unrestricted building fund. Tom Clowes moved to accept the recommendation. Dana seconded. The motion passed.

## **Congregational Health & Activities**

Mary-Helen submitted a written Committee Council Meeting Report. Plans are under way for the Involvement Fair. Rev. Jennie suggested that Council information also be available to the entire congregation with bulletin boards and Anvil articles as a way to involve new people.

The Membership Committee plans to provide a book at the back of the sanctuary for people to put Joys and Concerns for the minister to share with the congregation at time for prayer and reflection.

The Sunday Services Committee proposes we hire someone to work the sound board every Sunday. Sean Kelly has been recommended by Amanda and would be available for \$100 a month. There is some money in the Sunday Services Committee budget to help pay for this. Dan moved that we take on Sean Kelly at \$100 a month, starting with a monthly try-out period, to run the sound board on Sunday mornings. Mary-Helen seconded. Motion passed.

**Nominating and Leadership Development Committee** – Dan reported that Karen Fort and John Broome are collaborating on presenting Harvest the Power, a UU leadership development program. They are thinking of three sessions in the fall and another three in spring.

**Fall Fundraising Festival** – Susan said she and co-chair Tom Denio are meeting with the committee and planning for the October 21 fundraiser. Dan expressed his concern that the proposed “Speakeasy” theme was not appropriate for a 2U event. The committee will consider alternate themes.

**Engraving Request** – Pursuant to a request from Paul Konkoly, Susan moved that we allow Paul to have the candle snuffers engraved with the phrase “and may it be so” at his expense. Dan seconded. Motion passed.

## **Finance Review**

Dana Hill submitted a written Treasurer’s Report that adopted and incorporated the “BOT Metrics Report” August 2017, the “Monthly Budget Report” August 2017 and the “Balance Sheet As Of August 31, 2017” as prepared by Andrew. Pledges, attendance and space sharing are all up.

After discussion, Mary-Helen moved that the fundraiser “Fund-A-Need” be used for installation of a handicapped access automatic door opener at the main entrance. Susan seconded. Motion passed.

**Building and Grounds Update** – Andrew said the HVAC installation is complete and the basement work is finished. Fixing the cracked downspout may solve the roof damage problem.

**Beloved Conversations Update** – Dan Lewis reported that Kim Warman and Darrin Weatherspoon have agreed to facilitate Beloved Conversations and that we seem to have 10-12 participants.

**New Business** – Andrew said that he is getting frequent calls at home because of some problems with our current security system. Board members suggested he look into possible solutions and discuss them with our insurance company.

**Adjournment** – The meeting was adjourned at 9:38 pm.

Respectfully submitted, Joyce Haeckel, Secretary