



**Second Unitarian Church of Chicago**  
**Board of Trustees**  
October 12, 2016 Meeting  
Minutes  
Approved November 9, 2016

**Attendees**

<b>Trustee</b>	<b>Attending (Y/N)</b>	<b>Trustee</b>	<b>Attending(Y/N)</b>
Susan Zeigler, Past Chair	Y	Dana Hill, Treasurer	Y
Tom Denio, Chair	Y	Mary-Helen Steindler, Council Chair	Y
Dan Lewis, Chair Elect	Y	Susan Richter	Y
Erin Rusmi, Secretary	Y		
<b>Staff</b>	<b>Attending (Y/N)</b>	<b>Staff</b>	<b>Attending</b>
Rev. Adam Robersmith	N	Andrew Zallar, Congregational Administrator:	Y

**Meeting Kick-off**

- Chair's Welcome – Tom welcomed us and we began the meeting at 7:10pm.
- Shared recitation of the covenant
- Check-in led by Tom
- Susan Z moved to approve the minutes from September meeting, with Andrew's edits. Dana seconded. The motion passed.
- The board reviewed the agenda.

**Important Dates**

- Spooktacular – Sat Oct 22
- Yard Work Day – Oct 15
- Rev Aaseng workshop Oct 30
- 2U Dinners – Nov 5

**Staff Reports Review and Discussion - Andrew**

- Minister's Report – no report in Adam's absence.
- Congregational Administrator's Report
  - Breeze Software
    - Encourage people to fill out their profiles and add pictures
    - Susan will do an announcement on Sunday
    - Dan took photos of board members to upload to Breeze
  - Rental Updates
    - Dental video "frowners anonymous"
    - Rentals going strong as usual
  - Phone and internet upgrade – saving \$800 per year
  - Steve Hier working on setting roof quotes
  - Andrew assisting with fundraiser on online database and obtaining needed hardware – buy tickets!
  - Received anonymous \$16,000 donation to be spent on air conditioning, building repairs, or however the board sees fit.

**Congregational Health / Activities**

- Council Report, Mary-Helen
  - Membership: Involvement Fair was a success – lots of buzz and solid sign up numbers
  - Fall orientation started



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- 2U dinner November 5 – one will be held at 2U for accessibility
- Judy needs new Thanksgiving Dinner host/coordinator
- Sunday Services Committee: Dan preaching November 6 on Radical Hospitality
- An idea was proposed to list Adam's sermon topics in the Anvil. Adam is not keen on this being the drive for people getting to church
- Tom suggested a sandwich board outside the church with sermon titles. The board discussed difference in marketing strategies to the larger community (neighborhood) or those already involved (via the Anvil)
- Music: looking for more members, choir is awesome
- Lifespan Faith Development: having a hard time getting volunteers
- Courtney Anderson replacing Christy Grant as chair
- Alicia Obando is fantastic, looking into new curriculum
- Young adults coordinating regular brunch – announcement from the pulpit and circulate during coffee hour
- OWL sexuality education program with UCC church
- Social Justice - Rev Aaseng consulting role underway
  - Rev. Aaseng preaching this Sunday
  - Social justice movie series coordinated by Kim Warman
- Leadership Development & Nominating – Karen Fort will join
- Survey – how to promote leadership and member use?
- Fall Fest Update – Susan Z and Susan R
  - Where do we need volunteers? All except breakdown
  - How will fund a need work? Tom will clarify with Jackie and Adam
  - Biggest way to help: push for ticket sales
  - E-blast going out, including kids activities and donated tickets!

**Finance Review and Discussion**

- Treasurer's Report – Dana
  - Pledge income good and ahead of schedule
  - Should excess go to building maintenance?
  - Shingles and bricks need repair on roof – information is being gathered (may need to also replace drywall)
  - Spooktacular excess may go toward air conditioning
  - Need to clean gutters – may slope in the winter if needed, cleaning gutters will help us save money on sloping
- Lew Harding's Proposal, preliminary discussion (Finance Committee to review in coming weeks)
  - Put 20% of rental income into building fund – finance committee working on details
- Fund a Need – Tom will clarify how this works with fundraiser goal. May go to air conditioning.
- Canvass Chair recruiting – Mary Helen
  - Mark will co-chair, other nominees have declined, Mary-Helen seeking suggestions – will ask Allen or Barb Hailey, Maureen King, and Courtney Anderson

**Building & Grounds Update - Tom**

- Roof – two person crew to assess, make repairs – Allendorfer company suggested by Steve Hier. Board discussed cost and fees. Susan Z moved that we move forward with Allendorfer. Susan R seconds. The motion carried.
- HVAC – more information after roof, lights in loft will be discussed after the roof too
- Maintenance – gutter and trees – going forward with this. Next workday this Saturday



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- New contract signed with snow removal company

**Board Retreat Follow-Up: Areas for Planning**

1. **Strategic Plan (6 members)**
  - a. Decided to go through with formal strategic planning process – what is the church's identity, focus, and mission? How does this process fit in with social justice consulting? Suggested that we move forward with strategic planning after a month or two of the new social justice ministry structure.
2. **Social Justice**
  - a. Board, COMS, committee chairs, and all church leadership encouraged to come to Scott Aaseng's workshop after church on October 30
3. **Capital Campaign**
4. **Two Services**
5. **Marketing & Fundraising transition**

**Adjourn** – Erin motioned to adjourn, Dan seconded, the motion carried and the meeting adjourned at 8:53pm.