

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

October 10, 2017 Meeting

Minutes

Approved November 14, 2017

Trustee	Attending	Trustee	Attending
Tom Denio, Past Chair	Y	Dana Hill, Treasurer	Y
Dan Lewis, Chair	Y	Mary- Helen Steindler, Council Chair	Y (by phone)
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		

Meeting Kick-off

Dan Lewis opened the meeting at 7:05 pm with a shared recitation of the covenant. This was followed by check-in of those present. Tom Clowes moved that the minutes of the September 12, 2017, BOT meeting be approved. Dana seconded, motion passed.

Important Dates – Dan highlighted important dates on the calendar: Board retreat October 14, from 2 to 7pm; Fall Fest Saturday, October 21; and Ingathering November 19.

Staff Reports

Minister's Report:

Rev. Jennie Barrington submitted a written report. She said Sean Kelly has been doing a good job and recommended we keep him on past his trial period of employment. Board members agreed. The Strategic Planning Committee has been meeting with committee chairs.

Director of Faith Development Report – Alicia Obando submitted a written report.

Congregational Administrator's Report:

Andrew submitted a written report. The computer in the library has not been working well, and he suggests we replace it with a computer he found at Costco. Dana moved that we purchase the computer recommended by Andrew for \$730. Sue seconded the motion. Motion passed.

Congregational Health & Activities

Mary-Helen submitted a written Committee Council Meeting Report. Committees reported mixed results from the Involvement Fair. Jill Althage has agreed to chair the Music Committee. The Membership Committee will hold the last orientation session on October 22 and will need BOT representation then to talk about 2U governance and finance and to witness new members' signing the membership book. Dan said he would be there.

Fall Fundraising Festival

Sue said that Kate Friedlob and Mary-Helen have agreed to provide the food. Rhonda Kineman and John Houck will help in the kitchen. Congregants will be asked to provide desserts—to eat and to auction. Karen Goldner and Kimberly Bares will be the auctioneers.

Tom Denio said that Darrin has found a DJ for the evening. John Houck will set up tables Friday. The sexton will help with cleanup.

Beloved Conversations

Tom D. reported the opening retreat went well. The first session at 2U was attended by only eight people, however. All participants will be encouraged to attend the next sessions.

There was a discussion about follow-up from the Teach-in on race that was held last May. Two recommendations made by the Teach-in were to study the possibility of adopting an Eighth Principle and that a racial audit of 2U be conducted. There were mixed reviews of the service, and it had been suggested that it be evaluated before we schedule another Teach-in. Because the idea of a racial audit is included in the Beloved Conversations curriculum, it might be good to wait until after Beloved Conversations is over before planning an audit. Tom C. will thank the people involved with the Teach-in and ask them to clarify recommendations made. There was a general feeling that Beloved Conversations is meant to be a follow-up to the Teach-In. Rev. Jennie will meet with Atena and Kim about doing a second Teach-in.

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, but no dates are set.

Finance Review

Dana Hill submitted a written Treasurer's Report that adopted and incorporated the "BOT Metrics Report" September 2017, the "Monthly Budget Report" September 2017 and the "Balance Sheet As Of September 30, 2017" as prepared by Andrew. Dana is concerned that pledge income was down last month, with only 56.7% of pledging fulfilled for the month. Attendance was up, however, and space sharing income is good.

Building and Grounds Update

Tuckpointing and concrete repair by the office are done. The building fund is low. We still need a BIG chair. Rev. Jennie asked that a job description for the position be prepared and Tom D. said he would ask Monica Drane to prepare one. Andrew is concerned that there is not always clear authority to decide what, how and when work should be done.

Old Business - There was a discussion about the alarm system and other building security issues.

New Business

Guidelines for emergency special donations There was agreement that these should be separate from plate-sharing and there should be separate announcements for them. Checks should be made out to the organization(s) involved rather than to 2U. Where response time to an emergency is short, perhaps the Executive Board could decide whether we should ask for special donations.

Lakeview East Chamber of Commerce It was decided to defer this discussion until Mary-Helen would be available to make a presentation.

Next year's Canvass There was a discussion about the process of choosing the chair for the next canvass.

Adjournment – Joyce moved we adjourn, Dana seconded, all agreed. The meeting was adjourned at 9:38pm.

Respectfully submitted,

Joyce Haeckel, Secretary