

## Second Unitarian Church of Chicago

### Board of Trustees

July 9, 2019, Meeting

### Minutes

Trustee	Attending	Trustee	Attending
Karen Goldner, Chair	Y	Jacqueline Dienstag, Treasurer	Y
Jon Rice, Chair Elect	Y	Mary-Helen Steindler, Council Chair	Y
Tom Clowes, Past Chair	Y	Susan Hier	N
Nanna Cross, Secretary	Y		
Staff	Attending	Staff	Attending
Rev. Jennie Barrington	N	Kate Learson, Congregational Administrator	Y
Guests	Attending	Guests	Attending

#### Important upcoming dates:

July 28 – Worship in the Park

August 1 – Rev. Jason begins!

August 10 — Leadership Team-Building Activity for Council members

September 7 – Chili Cook-Off

September 8 – Leadership Retreat (Board, Committee on Ministry)

November 9 – Fall Fest

**Opening** - Karen Goldner, Chair, opened the July 9, 2019 Board of Trustees meeting with a shared reading of the Covenant and a check-in of all present.

**Minutes of June 11, 2019 BOT Meeting** - Mary-Helen moved to approve the minutes of the June 11, 2019 board meeting. Jackie seconded the motion. The motion passed.

**Acceptance of Written Reports** – Written reports were submitted by Kate Learson, Congregational Administrator; Jackie Dienstag, Treasurer; and Mary-Helen Steindler, Council Chair.

**Authorized Signers on 2U Bank Ministers Discretionary Fund at Byline Bank** – Mary-Helen moved that Jennie Ann Barrington be removed as the authorized signer on the Ministers Discretionary account at Byline Bank after August 1, 2019. Mary-Helen moved that Jason Mark Lydon be added as the authorized signer on the Ministers Discretionary account at Byline Bank after August 1, 2019. Tom seconded the above motions. The motions passed.

**Old Business:**

Worship in the Park – Food and logistics

The following individuals volunteered and/or were assigned tasks to prepare for worship in the park on Sunday, July 28:

- Move tables from church to park – Karen and Nanna
- Set-up/Cleanup – Karen, Nanna, Jon and Susan
- Anvil announcement (assignment of food, beverages, or paper supplies for those attending) - Kate Learson
- Directing church members/visitors to park from church – David and Joyce Haeckel

Living the Strategic Plan

- Setting dates for key events and worship services and communicating effectively- deferred until Rev. Jason arrives and August 7 Council Meeting has taken place, when the Committees will plan their calendars.
  - Karen meeting with Rev. Jason August 2.
  - Planning meeting with Rev. Jason August 11, 1 to 5 pm, to do worship service planning and calendaring for the entire year. Karen and Jackie, board members, and Pip Paris, SSC Chair, will attend.
- Identifying key leaders for next year (Fall Fest, Canvass), supporting the Nominating committee, broadening and supporting lay leadership
  - Fall Fest – Marketing and Fundraising Committee meeting July 15
  - Canvass --The board members brainstormed possible team members – Mark Bennett, Libby Hill, Monique Hanson, Harris McKee, Sam Williamson, Curtis Smith, John Houck and Jim Redlich. Kate Learson is also available to help. Tom will talk to Libby and Mark about serving on the canvass leadership team again this year. After confirming whether Libby and/or Mark will participate in the canvass, the additional individuals can be asked.
  - Supporting Nominating Committee – Mary-Helen will talk to Judy Corbeille about a mechanism for obtaining information from new members about their interests and skills and desire to become active in the church.

Headphones for hearing impaired – Earl Woods provided an internet link to a source for head phones that cost approximately \$330.00 for six head phones plus a transponder. Jackie moved that Tom, Earl and Jon investigate and purchase head phones that will work with our sound system for an amount not to exceed \$350.00. Tom seconded the motion. The motion passed.

Sound in the kitchen - Kate reported that the Blue Tooth is placed in the kitchen during Sunday Services so those in the Palmer Room can hear the services, and that it works. The sound

engineer is responsible for picking up the device from the church office, deliver it to the kitchen before services and return to the church office after services.

Other – Kate will add a temporary sticker to update the church sign (in front of the building) to add Rev. Jason Lydon's name.

Mary-Helen will ask members of the Marketing and Fund Raising Committee to send out a press release to announce the beginning of Rev. Jason's ministry at 2U.

Kate reported that members continue to have difficulty finding the large print Order of Service on Sunday mornings and suggested that board members be present before the services to greet visitors and provide such assistance. Karen volunteered to do this on Sunday, July 14.

### **New Business**

How to read 2U's financial statements – Jackie reviewed and explained the Monthly Budget Report for board members.

Jackie reported a \$13,000 deficit in pledges for the fiscal year 2018-2019, which resulted in our ending the year with a deficit rather than a surplus. In the past Jackie sent letters to members behind on their pledge and members did respond by paying their pledge. Jackie will ask Rev. Jason for his recommendations for following up with members who are behind in their pledge.

New piano – Carl Kennedy researched pianos to replace the current piano in the sanctuary. A grand piano was selected from Grand Piano Haus in Skokie. The piano technician will inspect the piano before the final purchase is made. The cost of the piano is \$23,350, plus some other expenses such as delivery and a cover. Since the amount to be donated by Chuck and Jody Cerney for the piano is \$20,000, the Music Committee has agreed to raise the additional money. Kate and Carl are authorized to purchase the piano for an amount not to exceed \$25,000 which will include the cost of the piano, set-up and removal of the old piano, and a cover. Jackie moved that the difference between \$20,000 and the total cost of the piano, anticipated to be no more than \$5,000, to purchase the Wilhelm Schimmel grand piano be withdrawn from the Fleishman Fund and that the fund be reimbursed by the Music Committee no later than October 1. Tom seconded the motion. The motion passed.

Carl and the piano technician will be paid for their services in researching and evaluating a new piano for the sanctuary.

Expenditure for Minister's Discretionary Fund – In the absence of a minister, Karen reported that she and Jackie had authorized the purchase of a \$200 Jewel Gift Card for a family requesting money for food. The money to purchase the card will be taken from the operating budget and later reimbursed by the Minister's Discretionary Fund.

Buddhist Retreats – Kate reported that Stephen Starkey would like to schedule all day retreats in the sanctuary on Saturdays once a month for the next several months; he understands that often renters want to use the sanctuary on Saturdays and would like to find a way to accommodate both so he can keep a schedule that would encourage people to regularly come to the retreats. Karen and Mary-Helen will work with Stephen to determine a mutually satisfactory plan.

**Gratitude and Adjourn** - After an opportunity for people to express gratitude, the meeting was adjourned.

Respectfully submitted,

Nanna Cross, Secretary