



**Second Unitarian Church of Chicago**  
**Board of Trustees**  
February 8, 2017  
Meeting Minutes  
Approved March 8, 2017

**Attendees**

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

**Guests Present:** Alicia Obando and Allen Hailey

**Meeting Kick-off**

- The meeting was called to order at 7:16pm
- Susan R. motioned to approve the January minutes. Mary-Helen seconded. All in favor.

**Important Dates**

- Feb 18 Chili Cook-Off Social – who will you invite?
- Feb 22 Mid-America Region Compensation Consultant
- March 5 Canvass Launch w Sermon

**Faith Development Program Presentation – DFD Alicia Obando**

- Special Friends week with kids this week, culminating on Sunday
- Huge growth in religious education program – 14 enrolled in September to 45 in January
- Need more teachers, new procedures for parents signing children in and nametags
- Ideal number is 5-10 kids per class
- Next year, if more growth split UU Explorers (3<sup>rd</sup> to 6<sup>th</sup> grade class) in two, room available just need to clean or replace carpet tiles
- Programming for the rest of the year: goals – consistent programming every Sunday year round, new religious education newsletter and calendar of events, involving kids in all we do at 2U

**Canvass Team Update – Allen Hailey**

- Theme of canvas “Roots hold me close, wings set me free”
- Looking to find people who represent different affinity groups to talk about why they give to 2U
- Board can help by being canvassers and recommend new canvassers who haven’t done it before
- Format for canvassing: some one on ones and some small groups
- Approach 30 high pledge individuals and families one on one and the rest in small groups
- Canvas training after service on March 5 (Canvas kickoff sermon)
- Canvassing new members who joined recently and asking if their pledges will continue into the new church year that starts in July

**Staff Reports Review and Discussion**

- Minister’s Report
  - Strategic planning team is now fully staffed, Adam is reaching out to our consultant; board needs to decide what we want them to plan, first question could be what to do about growth
  - One person has dropped out of canvas team



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- Adam going to Perfection Closets to talk about cabinet facings (front of cabinets)
- Pastoral care team helped with elderly member's move, further planning for getting him to Sunday services
- Planning at People's Church for multi-congregational UU revival
- Finalizing date for Chicago Folklore Ensemble to hold a concert in April or May
- Adam's thesis almost done
- **Congregational Administrator's Report**
  - Rental Update – income for January: \$2,855, currently at \$24,882.50 for the year, expect to end fiscal year in June with \$27,500
  - Fundraising, marketing, and special gifts underway
  - Sent out letters to people behind on pledges
  - Quote for HVAC work \$21,502
  - Working on estimate for election damage
  - Started January 1 diverting 20% of rental income to building fund

**Congregational Health / Activities**

- **Council Report, Mary-Helen**
  - SSC has all sermons booked thru end of April
  - Building, Infrastructure, and Grounds meeting report from Monica
  - Hospitality – Mark has tried different arrangements of the table for better accessibility
- **Social Justice: One on One Conversations**
  - Getting thru first round of people who attended re-envisioning workshop
  - Will make general announcements and start doing one on ones with everyone in the congregation
  - Have done 25-30 interviews
  - Have gotten more people involved in leading one on ones
  - Sent out information with social justice events
  - In the process of becoming a sanctuary church
    - This can involve financially sponsor, letting families live in the church, having church be a place for people marginalized to find a place of respite
    - Group is examining what we can do at 2U
    - Rev. Allie from Wellington UCC is meeting with Adam and talking about what they are doing and how we can collaborate
    - Mary-Helen recommends Arab Chicago website for information
  - Different people to be point people for certain projects so there is no burnout
  - Get The Hammer going again
  - Get speakers in from different social justice organizations
- **Marketing and Fundraising Update – Susan Z.**
  - #1 way people heard about 2U in the last 5 years – the website
  - Small edits to 2U homepage to make it more cell phone friendly were discussed and approved
  - Looking at no cost ways to reach out in neighborhood
  - Looking for reps from committees to come to meetings periodically
- **Plate sharing recipient is Refugee One and Susan Frances will speak three Sundays then Susan Richter or Norm G will speak the next Sunday; no one from Refugee One is available to speak, they are very busy**

**Finance Review and Discussion**

- **Treasurer's Report – Dana**



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- Attendance is up 43% for the month
  - Special Gifts is 99% to goal
- Review Finance Committee Draft Budget – Dana
  - Changing haircut from 2.5% to 5% to account for lost members
  - Going with Budget C

**Strategic Planning Team Formation**

- Recruiting Update: Committee is full

**Building & Grounds Update**

- Insurance Claim in Progress
- Besco HVAC bid for Sanctuary, Palmer Room received

**General Assembly – New Orleans, June 21 - 25 (Wed – Sunday)**

- Registration fee is \$360 and this rises to \$415 on May 1
- Early registration is March 1 – April 30
- Fee waived if one is accepted as a volunteer worker for 18 hours, March 31 deadline to apply

**New Business**

- What can we do to keep new members:
  - Invite them to chili cookoff
  - Judy has notes on new members – range of ages, try to connect and get together, welcome them and get them to know people
  - New member bio in The Anvil is a good icebreaker
  - Using different colored name tag or coffee mug to identify new members or people designated to welcome new members such as board, pastoral care, etc.
  - Changed greeting line in service to “greet someone especially someone you don’t know”
  - Changing people’s way of thinking about who they talk to
  - People in leadership introducing themselves to new members
- Feb. 22 save the date
  - Presentation on paying church staff and fair share guidelines

**Adjourn**

- Dana motioned to adjourn. Tom seconded. All in favor. The meeting adjourned at 9:46pm.