



Second Unitarian Church of Chicago
Board of Trustees
 May 17, 2017
 Meeting Minutes
 Approved June 14, 2017

Attendees

Trustee	Attending (Y/N)	Trustee	Attending(Y/N)
Susan Zeigler, Past Chair	Y	Dana Hill, Treasurer	Y
Tom Denio, Chair	Y	Mary-Helen Steindler, Council Chair	N
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	Joyce Haeckel (Incoming Secretary)		

On May 15, two days prior to the monthly meeting, the board had a conference call with all current board members but Erin in attendance. Key points from the conference call are as follows:

- Call began at 7 pm and last for 1 hour 45 minutes. This unscheduled board meeting was necessitated by Rev Robersmith's announcement to the Board on May 14 that he will be leaving us for West Hartford, CT with his last day serving us on July 30.
- Board agreed to follow the UUA recommendation of hiring an Interim Minister for a two year period subject to the one year renewal option also recommended by the UUA.
- Board agreed to offer a Salary + Housing package of between \$79,000 to \$84,050. We want to increase the compensation above Rev Adam's level to make progress in this goal.
- Board acknowledged we will also have to pay for moving expenses of up to 10% of S+H.
- Denio agreed to serve on the Interim Search Team. No other board members were available.
- About a dozen names were discussed as candidates for the Search Team which will have 3-4 members. It was agreed that if we needed a tie-breaking vote, Dan Lewis would do so.
- The Board worked on answers to about 5 or 6 subjective questions from the UUA needed to complete our Info Packet for ministerial candidates. (Erin submitted her responses via e-mail ahead of the meeting. Susan Zeigler agreed to type these up to help speed up our process.
- Round 2 of the Interim Search started on May 15 and since this is a 2 week process, we wanted to finish our info packet ASAP so the UUA would share our application with the candidate pool. Round 3 starts May 30.

Meeting Kick-off

- The board meeting started at 7:20pm.
- Shared recitation of the covenant and check-in
- Susan Z. moved to approve the April minutes. Susan R. seconded. The minutes were approved.

Important Dates

- May 18 – Begin Receiving candidates to be 2U's Interim Minister
- Annual Meeting May 21
- June 11 New Member Picnic at 2U
- Rev Adam's Last Sunday at 2U - July 30



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Staff Reports Review and Discussion

- Minister's Report
 - Annual report, the importance of 2U having a good "goodbye" when Rev. Adam leaves
- Congregational Administrator Report
 - Annual report, highlights – implemented new membership software, Breeze; reducing general expenses; highest space sharing income
- DFD Report
 - Adam commented that Alicia is doing good, attendance is good, changes in structure of lifespan faith development committee coming soon – new lead teachers, addition of at large parent members to committee

Congregational Health / Activities

- Social Justice – Discussed May 7 White Supremacy Teach In, making this part of regular church programming
- Marketing and Fundraising Update – Susan Z
 - Luncheon October 21, with tie in to donation for ONE Northside
- Plate Sharing
 - June – Legal Assistance Foundation
- 2U Cubs Outing Sunday August 6, 41 tickets all sold

Interim Minister Search

- May 16 board conference call – discussed where we're at as a congregation and what we're looking for in an interim minister; Susan R. compiled answers into an application and sent it to the UUA
- Tomorrow Evening we should get our first names from the UUA
- Team formation update – Tom is in process of calling nominees
- Andrew has created dropboxes for all documents needed for application except contract which the board is reviewing tonight
- Contract Review and Q&A with Lisa Presley, Transitions Director, Mid-America Region
 - Question re: travel expenses in interim contract - travel includes airfare plus \$700, no lodging
 - Dental insurance for interims – part of individual negotiation
 - Vacation time – 8 weeks, often at the end to move to their next job
 - Pay for moving expenses with Fleishman Reserves and/or surplus from this year
- Timing review
 - Names released on website May 18 with online ministerial records, exchange information, review materials and choose candidates – if no one is a good fit the UUA will give new group of people
 - Phone interviews between Friday May 19 – Wednesday May 24, then give the UUA our ranked choices
 - Board can send suggested interview questions to Tom
 - Tom will ask Lisa about reference check for interim candidates, as well as developed references in congregations they have served in
- Exit Interviews with Ian Evison, Congregational Life Consultant
 - Ian Evison will do exit interviews with the board and Adam – interviews will be exchanged and open to be read



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Finance Review and Discussion

- Treasurer's Report – Dana
 - Strong April pledges, attendance up, pledges ahead for the year
 - Space sharing over budget, 2 new visitor cards filled out
 - 9 people went to orientation, 5 people joined
 - Air conditioning to be installed in the sanctuary soon, trim painting on front façade, roof repair on west side
 - Cubs Game fund a TV and Night Ministry fridge
- Canvass Final Result – Dana/Andrew
 - \$241,324
- Proposed Budget Review and Approval
 - Town Hall last Sunday went smoothly

Planning for Annual Meeting on May 21: Agenda and Speaker Line-up

- Interim Search – Tom
- Search for New Settled Minister – Susan R.
- Certification of Quorum (53 or more) – Erin
- Treasurers Report – Dana
- Budget – Jackie?
- Awards – Susan Z.
- Nominations - Dan
- Materials
- Lunch – who can order, etc? – food for 75 people, chips, carrots, order meals like pizzas

Strategic Planning Team Update

- Next gathering the fourth Thursday of this month, Adam will be at the meeting

UUA Hiring Controversy and White Supremacy Update

- What should 2U be considering? Racial Audit? – Ask Ronnie for what specifically she means by this and suggested resources, look for variety of options and what would be productive, useful, and transformative, Andrew suggests taking more complete inventory of demographics
- Healing Resources Collection – collection taken during May 7 White Supremacy Teach In for healing resources for people of color, ask Atena, Ronnie, and Kim to be part of making decision for how this money will be used

Building & Grounds Update

- West side wooden re-stained and varnished - door finished
- Tuckpointing, interior painting re water damage pending – Steve is working on it
- Floorboard repairs on stairs into Palmer Room were done today, next step is to get Palmer Room floor damage from election repaired next week
- Yard day first weekend in June
- Fans in sanctuary need repair after HVAC

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

- Registration fee is \$360 and this rises to \$415 on May 1
- Attending: Rev Robersmith, Darrick Jackson, Tom Denio, Rita DeBoer, Others?
- You do not have to go to be a delegate and vote – you can do it online



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New Business

- Funding request from Black Lives of UU (national) re support to attend GA
- Susan Z. motioned that we give \$250 to support the funding request from BLUU by June 1. Rev. Adam has committed \$250 from the Minister's Discretionary Fund for a total of \$500. Dana seconded. All in favor. Motion carries unanimously.

Adjourn

- Erin moves we adjourn. Dana seconds. Meeting is adjourned at 9:48pm.