

**USR Board of Trustees Meeting
Minutes
January 4, 2016**

Attendance:

Peter Duran, Robb Willis, Suzanne Samuels, Helen Matusow-Ayres, Elizabeth Ames, Laura Krag, Judd Seals and Rev. Anthony Johnson

Guest: Mike Patterson, Nominations Chair

Process Observer: Laura Krag

Chalice lighting 7 pm

I Nominations update

Mike Patterson

A) Summary

Questions for Mike Paterson

- How does nomination function now?
 - (a) Based on published guidelines (May 2002) and the USR Board By-laws.
 - (b) The committee meets monthly each year. This year they started meeting in September
 - (c) They are currently working to fill the Secretary, VP and 2 trustee positions.
 - (d) They are an independent committee, separate from Board, although they reports to the Board of Trustees.
 - (e) Nominations made to Board 30 days before the Annual Meeting
 - (f) The committee also has the responsibility to replace the Nominating Committee members
 - (g) There challenge is always in finding younger people to serve
 - (h) Regularly review constitution, by- laws and job descriptions. The Board should review to determine if they want any changes made to the process.
 - (i) The Town Hall Meetings have been useful for the committee to see who is here and who is thinking.
 - (j) Also review who is pledging to look for a financial commitment.
 - (k) The committee has a list of possible people- involved and interested
 - (l) Data base of leaders
- Is there anything that you would change about the by-laws or the processes?
 - (a) Some things in the by-laws can be flexible

- (b) Mike will ask the committee members
- Do you consider skills and what is needed?
 - (a) Yes
- There is not a formal process of speaking with the Board about what are the needs. Should the Board have a formal role?
 - (a) Informally committee members do speak with Board members'
 - (b) Guidelines, state that committee members should attend Board Meetings
 - (c) One way the Board sharing their needs
 - (d) Mike agreed to attend some meetings to observe how the Board works together

B) Discussion

- Rob interested in sharing the data base to fill Chair positions
- Maybe we should re think how we do things; How to get RE parents involved
- Maybe we should meet with RE parents to discuss opportunities for involvement beyond RE.
- When considering pledging should be thinking about fair share- based on self report
- We are all looking for a way to help build the strongest possible Board.

II **Housekeeping**

- Minutes from December 7, 2015 were approved via e-mail
 - Helen will give Chandrika access to dropbox- some access- just to minutes and reports
- Announcements will use Vision statement and report on plate collections
 - Suzanne will try to figure out how to access the info for plate collections
 - Request that Board members use full names in announcements.
- 1/10 Rev Hirshberg- confirmed at 11:30-1:30
- 1/17 Town Hall
- 1/23 Interim Assessment Meeting 9 a.m.
- Rental sign- Suzanne suggest that we don't create a new sign because it would require a variance. The planning commission fee is \$2500 and it is unlikely to be approved because the building is located in an historic district. As a result we would also need to go before historic preservation board.
 - The Building Commissioner recommended that we work on the current sign and add something or change it, as long as it stays the same size we do not need a variance. Perhaps we could add a removal placquard.
 - We can no longer use the sandwich sign that we have been using.

III **Ministers and Transition Team Report** **Reverend Tony**

A) Summary

- Unity event at Temple Beth Orr was very successful. Promoted interfaith relations. Steve Riskind took photos and they have been posted on the facebook page. Good turnout from USR
- We are moving along in the interim process reasonably well.
- Rev. Tony is completing Johanna's 90 day review and will report on it at next meeting.
- Rev. Tony completed the Intensive Interim Ministry Course. It is the last course that he needed to become a certified Interim Minister. For his fieldwork requirement he needs to be doing something that fits into the focal point. Rev Tony taking what came out of cottage meeting to create a series of discussions with the Transition team on salient issues, leadership and stewardship. Giving people the opportunity to discuss emotional relief, how people can contribute and the theological diversity at the Society. How do use your resources, how do you get the leadership, how to you identify yourself. Minister and Stewardship for the project and will weave in the theological diversity topic later
- Form that the Board needs to sign off on.

B) Discussion

- Can the groups help us to address some of the problems?
- Stewardship- relationships- broad definition
 - (a) Asset mapping

C) Action

- Helen moves Rob seconds that we approve Rev. Tony's field work proposal as recommended by Rev. Tony
- Motion passed

**IV Treasurers Report and finalizing ABD Case Statement
Peter Duran**

A) Summary

- No major financial news
- The actuals are close to budget
- Costs for rentals- custodian and now set up costs. \$10,000 more on set up and break down than is in the budget.
- The list of renters indicates that we have consistent recurring rentals and predominant renters.
- Past experiences- free rentals- what are the criteria?
 - (a) Share, Children's Aid and Family Services- charities that we have connection with and we have a relationship, groups whose goals are consistent with our mission
 - (b) But now we are paying for our set-ups so they cost us money
- Need someone to set-up tables for Fellowship Feast- include in an e-blast- announce

B) Discussion

- Legal distinction as a charity for groups that we do not charge
- What if groups who were not charged could be asked to pay for set up or do their own set up?
- We are also giving up rental income- additional cost
- We need to formalize charging for set-ups
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C) Action

- Helen will review policy and minutes from previous discussion on this topic
- We will discuss further at the next meeting
- Rob moves to accept case statement, Kevin seconded (add title Case Statement for 2016 Budget Drive)
Motion passed

V Program Council Report
Rob Willis

A) Summary

- Encourage Board Members to attend: Black Lives Matter (BLM) events. Feb 5 Racial Justice and Reproductive Justice Panel
- Tony Trishka Saturday Jan. 9
- Late Winter early spring congregational vote for the BLM banner. Lead up to the vote with a lot of education so that people understand what they are voting on. There will be a Town Hall that will be a presentation on BLM.

VI Safe Congregation Response Team- Amendments to Child Care Policy
Suzanne

A) Summary

- Approved policy last time with the exception of the costs of childcare. We felt that the congregation should pay for it
- SCRT took the language about how it was paid for and added an amendment stating that childcare costs were a congregational responsibility not a parental one.

B) Discussion

- If childcare is a USR responsibility shouldn't there be a separate budget or should it be a part of an event budget.
- The Board wants the committee planning an event to understand that child care is part of the cost of the event.
- Also we want to be careful about using the childcare fund all up before the end of the year.
- We want to make sure that childcare is always offered.

- Program Council should weigh in on this topic but approve the amendment and then work out the logistics later

C) Action

- I move that we accept the SCRT amendment to the Child Care Policy,
Kevin seconded
Motion passed.

VII Progress on Goals and Objectives

A) Discussion

- Leadership Development program moved to 4/23
- (See attached for list of progress on goals)
- Should we roll the Long Range Plan out to the congregation? Speak with Rev. Hirshberg about it.
- People are ready to move forward. Congregation is ready to hear where we are going
- Have a discussion with Don Campolo at February Board Meeting-
- Board should review the plan again for discussion in February
- Suzanne will invite Don to our next Board meeting and update him on where we are with the LRP.

VIII Plan for next Town Hall (1/17)

- Summary of meeting with Rev. Hirshberg- calendar
- Green extension

Judd moved to adjourn and Lizbet seconded

Motion Passed

Adjourned at 9:24