

Unitarian Universalist Church of the Restoration
Minutes of the monthly board meeting
December 3, 2017

Present: Tim Styer, Moderator (TS); Stephen Workman, Secretary (SW); Fern Culhane, (FC) Assistant Moderator; Wayne Boyd (WB); Len Rieser (LR); Treasurer; Sandy Fulton, (SF), and Anne Arfaa (AA), Trustees.

Unable to attend: Jesse Richardson (JR)

Tim Styer opened at 12:55 p.m. with a reading by Brian Stephenson.

Approval of November 5, 2017 minutes:

Motion: To approve minutes as amended. Proposed by (LR), seconded by (FC)

Motion approved

Financial Update: At about 38% through the fiscal year, we're over 30% of income. Expenses are less than budgeted for the year, due to absence of a half-time minister. Auction income was below expectation, and there have been some extraordinary maintenance expenses. We will likely end the year with a surplus of between \$25,000 and \$45,000. Possibilities are that we may be able to put that surplus (or part thereof) into next year's budget or it might be possible to spread that windfall over additional years. The bookkeeper has been informed that Michael Foy will assume her services early next year. Eric Saunders is working through the audit. One gap the audit revealed is a lack of documentation surrounding the Change for Change program. That is being reconciled with greater transparency.

Religious Education Update: Submitted by Joanna Smith (JS): Easing change into the Sunday morning classrooms. Incorporating themes, lighting a chalice, and serving snacks. First spirit jam activity stations were introduced in late November. Cited invaluable support and flexibility by Jyl and Isa. Nursery is cleaned with assistance from Jyl and Linda Pollack-Johnson. JS has been spending more than her allotted time to date, but expects to be on track moving forward as the workshop has been completed. Thanked members of the board for support of the workshop: invitations and food were helpful. JS will need support should another workshop be planned. Formally recommends that the board consider providing funding for paid time off for child care staff. Hopes to launch an RE blog early in the next year, featuring staff photos and bios. Looks forward to receiving the security plan.

Board discussion: JS referenced an RE Committee in her report, but no formal RE Committee is yet in place. WB noted that JS is working on setting up a process for securing Pennsylvania child care clearances. AA would like to tie the RE spirit jam activities into the worship themes. FC expressed concern that JS is devoting more time than what has been budgeted—especially as JS has not been recording time because of additional time being spent. TS underscored that this is problematic, and suggests that we need to be attentive to this issue. FC recommended identifying volunteers to assist JS with finite tasks.

Motion: To pay Joanna Smith an additional \$800 to reflect unanticipated time spent ramping up to her new responsibilities. This represents one month's salary (LS). Seconded (WB).

Motion approved.

Board is in favor of JS's request for paid time off for the child care workers. We would like her to develop a plan and present how it would be accomplished.

Search Committee update: AA reported that the committee met last week. Three new members are on board (Annabel Grote, Shirley Green, and Linda Hansell).

Motion: To accept the new members (noted above) onto the Search Committee (FC). Seconded (AA).
Motion approved.

Motion: Board affirms the members of the newly constituted Search Committee: Bill Dikeman, Carolyn Poerio, Anne Arfaa, Alan Radway, Linda Hansell, Cathy McCoubrey, and Annabel Grote. Proposed by (FC) seconded by (JR).

Motion approved

Individual assignment updates:

- AA reported on music and worship associates. Choir will not be singing on Christmas Eve daytime or Christmas Eve due to scheduling conflicts. SF will be coordinating the Christmas Eve daytime service. Bells will be played at both Christmas Eve services. Bob Throne is covering Christmas Eve. FC would like to recommend that Lutheran minister Linda Manson, who has developed a ministry around returning citizens (people leaving incarceration) be invited as a guest minister for an upcoming service.
- TS reported on hospitality. Annabel Grote will be meeting in January to discuss hospitality responsibilities. Annabel wants to develop new expectations for the hospitality teams. She would like to speak at next scheduled town hall meeting (January 21st).
- SF reported on social justice. There is good news on Terry Williams. SF is making a sign on Terry's behalf for BLM vigils. SF asked for as many supporters as possible to attend Terry's hearing on December 29th. She will develop posters to arrange carpooling to that event.

Budget for full-time minister: Search committee needs to request funding for their activities. LR noted that \$1,500 has been budgeted, and none has been spent to date. SW pointed out that there were some modest expenditures for travel; LR will update his records to reflect this. LR reminded the board that a larger issue will be to determine what our budget for a minister's salary in 2018-19 will be and to anticipate how that will be covered.

Holiday worship services: Covered

Murray Grove request: We gave \$200.06 in 2016; we're looking at options for supporting them again in 2017—possibilities are a Change for Change donation or a special worship service designed to highlight Murray Grove's history that might be used to spur a special donation on their behalf. TS to

Philadelphia Cluster: FC reported that there is a meeting at Restoration on January 6th (a Saturday). Bruce Pollack-Johnson will be making a presentation regarding the Eighth Principle. Additional representation and assistance with food (baked goods) is needed.

Congregational Membership Certificate: TS proposed scheduling a new member Sunday for Sunday, January 21st. Doug (name?) and Joan Kleber have expressed interest in joining. LR proposed scheduling it to take place after the next *New UU* orientation; more likely a February date would work. Discussion about dropping/adding members to an active member list.

Motion: That the board recognizes its responsibility to maintain control of the membership list (FC). Seconded (SF).

Motion approved.

Action Items:

- TS to plan Town Hall meeting for January 21st
- TS to meet with the Finance Committee
- TS to bake for the Cluster Meeting
- AA to contact Carla Stephens, Sharon Dupree, and Barrington Walker
- AA to continue working with Search Committee
- WB to continue working with RE Committee

Motion to adjourn was unanimous.