*The First Unitarian Church of St. Louis*

5007 Waterman Blvd., St. Louis, Missouri

Monthly Meeting of the Board of Trustees

March 12, 2019

Agenda

Present: Karen Siegrist, Joan Kindleberger, Lynn Hunt, Kathy Wilke, Andrea Berin, Gary James, Charlie Kindleberger, Sarah Dashner, Kathy Wire, Erin Milligan, Joel Minor

Guests: Claire Weichselbaum, Kathy Rauch, Larry Dusenbery

**6:30 PM** Call to Order/Certification of Quorum: President - *Meeting was called to order at 6:34.*

* Ingathering
	+ *Gary gave the opening words*
	+ *Kathy Wire read the Covenant*
* Agenda Review & Update: President **–** *No updates*
* Appointment of a Process Observer/Participant – *Andrea volunteered to be our process observer.*
* Recognition of Any Guests – Larry Dusenbery/Search Committee
	+ *Larry Dusenbery, Kathy Rauch and Claire W were present*
		- *Update on Pre-Candidating Process*
			* *Going very well, wrapping up the weekend process. Lynn and Gary have been helpful in allowing the candidates to see the church. They’re in the process of following up with reference checking and doing a lot of evaluation. The UUA’s schedule provides that on 3/25, they have to provide to the UUA and Keith Chron, yes, no or maybe, as to each of the candidates. By the 28th, we have to provide the offer. They have a call with Keith next week.*
		- *Candidating Week is coming up*
			* *A lot of planning still needs to take place. The Committee set up a form for the leaders of the church who might want to host an event, it’s April 28th to May 5th. Both of those Sundays are sermons given by the candidate. We’ll take the vote on May 5th. There will be church-wide events on both Sundays, and events on the Saturdays, as well. There will be a church potluck, as well. During the week, there will be opportunities for the candidate to meet with smaller groups. They’re suggesting that the meetings be open to anyone who wants to attend. They’re receiving scheduling preferences from each of the committees. There will also be time for the governance to meet with the candidate. Staff will have an opportunity to meet with the candidates, too. There will be an RE family-focused event, too. Committee would like to hear back from everyone by Friday, March 15th.*
		- *Ideas related to Fellowship Dinner and Fundraising Activity*
			* *Search Committee has produced a picture book of our church. Some have inquired about buying one of the books. One will be a gift to the new minister. For the remaining books, they’d like to have the extra copies at the Fellowship Dinner to raffle them off. The books are $75 each without a sale, but they should be able to get them for $25-30 a book if they’re on sale. Search Committee has been focused on the work of welcoming the new minister, they’ve been reading about Minister Startup Workshops to spend a morning or afternoon deeply reflecting on our goals with the ministry, and working collaboratively. These are typically facilitated by the UUA Regional Office. Funds from the fundraiser could be used for this purpose. Fundraising question will go through the Board.*
				+ *Motion made for funds from book sales and raffles to be used for a Minister Startup Workshop – PASSED.*
		- *Budget*
			* *Search Committee started with $10,000, they have $4,970 dollars left.*
* Consent Agenda
	+ Approve minutes of February meeting
		- *Approved.*
	+ Administration/Program report
		- *Lynn’s report received, she provided a greeter list and greeters are needed on the Candidating Weeks. Non-members will be used as greeters to allow us all to attend the sermons. Youth Group – There are four high schoolers and they come on different weeks, it’s hard to form a group. They’re looking at increasing Ben Rosenweig’s hours – they’re looking at the budget figures and whether it will impact his benefits.*
	+ President report – Incorporated in other items
		- *Kathy didn’t provide a separate report.*
	+ Treasurer’s report
		- *No reports this month.*
	+ Report from Council Chair
		- *No reports from Council Chair. Charlie’s been working with William Allen, this has been taking up much of Charlie’s time. There will be a question of whether the church will help him. He was helped by the church with an electric bill. He’s in the process of getting foreclosed upon. There are ongoing challenges there, the Council is busy. They are working on The Fellowship Dinner.*
	+ Report from Admin, including calendar issues
		- *Gary provided a report. No questions. Gary pointed out that the All Church Picnic will be reestablished on June 9 at the Turkish Pavilion in Tower Grove Park. Charlie complimented Gary on his sermon and the music selections.*
* Follow up on old business:
	+ Projects for 3-6 month term:
		- Search Committee update-Larry Dusenbery
			* *See above.*
		- Nominating/LD – Karen Siegrist
			* *They’ve been meeting weekly, things are coming along and they’ve been making progress. They’ve made some nominations, the slate will be revealed shortly. Typically, the slate will be approved in April. There should be a slate by the next Board meeting in April. Annual meeting for approval of slate is May 19th.*
		- Canvass – Kathy Wire and/or Steve Smidowicz
			* *Lynn reported that the raw number is about $195K, this is about half of the $400K goal. Susan Lammert has been making many phone calls, asking for money. The Canvass has been harmed by the weather due to decreased church attendance. To make the budget, it won’t require big increases – it will be consistency among people that have pledged previously. Kathy may ask members of the governance to write letters or make calls.*
		- Transition Team – Kathy Wire/Margaret Weck
			* *Transition Team met on Sunday, Margaret felt like it was productive but not well-attended. People still want more communication from governance.*
	+ Approval of job descriptions – on hold for future discussion
		- *Council Chair, Cluster Chair, President, Vice President, Secretary – attachments to email*
		- *This was discussed at the last meeting. Kathy is opting to put this on the back burner for now.*
	+ Annual Meeting Planning
		- *We have the slate, the by-law amendment, reports, and some content related to the search. The new minister will likely be at the meeting, and the new minister will typically start in August. Gary’s last sermon will be Father’s Day – June 16th. Annual Reports will be due April 24th.*
* New Business
	+ Appointment of committee(s) for Awards at Annual Meeting (continued)
		- *Fathman and Ross Awards, the Board signs off on this and there are plaques that indicate who has received it in the past. Charlie suggested that past presidents would have a good perspective on this. Kathy indicated that this will require continuing attention, and plans to have this solidified by the annual meeting.*
* Action Items Before the Board: President
	+ Guest minister for fall wedding
		- *A couple will be getting married in the fall, and the stepfather of the bride would like to perform the ceremony as an outside Unitarian minister. Move that we agree to this, PASSED. New minister will need to be aware of this and agree. Thomas Chulack is the name of the minister.*
	+ Approve process for absentee voting for ministerial vote (discussion points to be sent out)
		- *Question of whether absentee votes toward quorum – no clear answer here. Typically, a quorum will require someone to be physically present. Suggestion that we not advertise this as an option. Suggestion that we develop a policy approved by the Board that would govern the management of absentee voting. Another suggestion that the policy explicitly address procedure. Kathy Wire will assume responsibility for drafting this, and that absentee voting will not count toward quorum.*
		- *We would allow absentee votes in the office or by mail before the commencement of the Congregational meeting, from Sunday April 28th to Sunday May 5th. The Administrator will record who has voted on the master roll and that the individuals who vote absentee will not count toward the quorum at the Congregational meeting. This policy will only apply to calling a minister, the bylaws do not allow for absentee ballots for other purposes.*
		- *Motion to approve the above as the policy to be finalized and distributed to the governance in the next few weeks – PASSED.*
	+ Discuss/approve Bylaw change on Associate Membership (proposed language to be sent out)
		- *Kathy suggested a bylaw change at Lynn’s request. Current Article 2, Section 5 provides for the movement of a member to be moved to associate member in the absence of a financial contribution to the church. We want the change to contemplate that we change this so that when a person stops making pledge payments, instead of going into associate status – you’ll be stricken from the rolls. This payment doesn’t have to be a pledge, but a member would receive a letter with 60 days notice indicating that the church doesn’t have a recorded payment. An associate member has all the rights of membership, but the associate member can’t vote or hold office – unless the Board votes that you can. The Board has a lot of discretion in developing the governing rules of how to manage this.*
		- *If we approve this change, most of the present associate members are not paying. Kathy suggests that we go through the same process with this group with 60-day notice letters.*
		- *Motion to suggest this being an agenda item at Annual Meeting, PASSED.*
		- *Motion to approve Paragraph 2, PASSED.*
		- *Kathy will develop this language.*
* Board Process: President

Review any decisions made by vote and consensus. Decide who needs to be informed directly of the decisions and what items need to be reported to the congregation. *Kathy Wire will work on the policy and the bylaw change, we are to give Kathy feedback on times we’re unavailable to meet with the minister. Kathy Wilke can’t meet on April 27th. Joan can’t come on Wednesday nights. Tuesday would be the best day for Andrea if she doesn’t have a concert at school. We are also to get back to Kathy Wire about nominating a committee of people to decide on the Fathman and Ross Awards, we’re interested in a group of 3-4 choosers and we should get back to Kathy by Monday.*

* Process Observer Comments:

8:00 Closing Words – *Andrea indicated that the meeting went well and all topics were covered.*

 Adjournment - Next meeting is April 9, 2019