

**Unitarian Universalist Congregation of Duluth
Draft Minutes of the Board of Trustees Meeting
Tuesday, June 23, 2009, 7 PM College Street**

Board of Trustees present: Ruth Strom McCutcheon, Kathy Heltzer, Carol Michealson, Alison Lutterman, Beth Marks, Gloria Walters, and Jim Lund

Others present: Reverend Gail Marriner, Kathy Stinnett, and Sanna Shields. Paul Borrmann and Dan Burrows attended briefly at the beginning of the meeting.

Meeting was called to order.

Jim volunteered to serve as the process observer.

A presentation regarding the Zeppa Family Foundation was postponed to the July Board meeting. Paul Borrmann said the Zeppa financing ends 9/1/2010 and explained the BFA and Debt Analysis and Projection prepared by Geiger Yount. According to this analysis, \$717,230.07 will need to be raised and/or financed before 9/1/2010.

Paul informed the Board that a proposal regarding the fall canvas will be ready for the July Board meeting. A consultant recommendation will also be presented for Board approval as well. September 27th is the date of the canvas kick-off.

Alison moved to accept the May 26th Board minutes, seconded by Gloria, the motion carried.

Alison moved to approve the request from the Ministerial Search Committee to increase the 2009 budget for the committee's expenses to \$2000. Second by Jim, the motion carried.

Jim moved to approve the UUCD Personnel Committee Charter. Second by Ruth, the motion carried.

The June Program Council & Board Joint Retreat was briefly discussed. The retreat was a review of the previous year, a look ahead at the future, and a re-assessment of goals. The written notes from the meeting will be distributed soon.

Gail provided an update from the May 31st Reconciliation Group & Board meeting. A brief training of Nonviolent Communication was held at the beginning of the meeting. Kathy H. stated that the Board has now met all of the recommendations from the David Lauth report and is ready to move on from this subject.

A new Music Committee was recently formed with the help of the Personnel Committee. This new committee will be reviewing and adjusting as necessary the job description for the Musician position. The BOT agreed that Board approval on the newest version of the job description is not needed unless substantial differences occur.

An update on the Collaborative Growth Grant will be given during the July BOT meeting.

Gail spoke of some of issues related to youth programming (YRUU/OWL/Coming of Age), such as boundaries, covenants, text messaging. The first meeting held was with the program leaders. A second meeting with parents took place, one parent attended. A third meeting, again with parents invited, will be held on June 30.

The BOT discussed Liaison and Office roles. The board members present indicated the preferred assignments as follows: Gloria as Treasurer, Alison as Secretary, Beth as Worship/RE

Trustee, Ruth as Membership Trustee, Jim as Administration Trustee, and Carol as Outreach Trustee. In the course of discussion of the Organizational Model the Board discussed making the following changes: moving the CSPTF to the Administration Trustee, moving Governance & Bylaws to Secretary, moving Policy and Procedures to Administration Trustee. These changes and assignments will be discussed again at the July Board meeting.

The Consent Agenda was approved.

The Board approved the contract for Ministry Search Committee retreat facilitation by Laura Park of Unity Consulting.

Volunteer Opportunities:

Sunday Visitor Greeting/Board Welcome & Qualified Highlights

July 5 9:30 Jim

July 12 9:30 Beth

July 19 9:30 Gail or Carol

July 26 9:30 Carol

Governance Council – July 16 at 10am @ New London Cafe: **Kathy, Jim, Gloria and Gail**

Next board meeting **Tuesday, July 28 @ 7 pm** UUCD

Chalice Reading @ board meeting, July 28: **Carol**

Submitted by Sanna Shields