

**Unitarian Universalist Congregation of Duluth
Draft Minutes of the Board of Trustees Meeting
Tuesday, September 22, 2009, 7 PM College Street**

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

Others present: Reverend Gail Marriner, Kathy Stinnett, and Sanna Shields. Dan Burrows and Ann Fryberger attended the beginning of the meeting.

Meeting was called to order.

Alison moved to accept the August 25th Board minutes, seconded by Gloria, the motion carried with one abstention from Carol Michaelson.

Negotiating Team

- The Negotiating Team (Ann Fryberger, Dan Burrows, and Gloria Walters) presented a compensation proposal for the ministerial search packet. The salary and benefits proposed are at the midpoint range based on 2009 data for a Fair Compensation Congregation. The midpoint salary & housing is \$68,100; benefits and expenses total \$28,497; and the one-time relocation expense of \$6,810. Ann pointed out that the medical benefits estimated will be variable, based on whether the selected minister has dependents or not.
- The BOT discussed the Negotiating Team proposed ministerial contract. The Board members did not receive the advanced copy of the contract for review so it was decided that an email discussion and vote will need to take place after the contract is distributed.

Treasurer's Report

- Gloria said the electricity is running over-budget. Jim Lund has received the energy audit to review for possible implementations.
- Pledges statements have been mailed out. We are at 87% of where we should be for pledges received by this time of year. Gloria expressed that she has some concerns, especially for how this upcoming canvass turns out, but as for now we are in the black.
- Gloria discussed the Finance Council recommendation for use of Building Fund Appeal pledges that come in after the deadline. Gloria moved that monies be put in an unrestricted capital fund for future use. Second by Alison, the motion carried.

Music Staff Hire

- Gail announced that the hiring committee (consisting of Karen Bauman, Gail, and representatives from both the Music Committee and the Personnel Committee) recommends to the Board that Patrick Colvin be hired to fill the ¼ time music staff position. Alison moved that the Board adopts the recommendation of the hiring committee. Second by Beth, the motion carried.
- Gail asked if the BOT could discuss the current process and procedures for routing hiring decisions through the Board for approval. Kathy H. would like to see that go to the Personnel committee to develop a recommendation.

Information and Discussion Items:

- Gail suggested that the BOT consider scheduling feedback loops to discuss grief members may be experiencing due to the growth of the congregation. The Board discussed the idea and decided not to do this right now.

- Kathy Heltzer discussed the opportunity that UUCD has for having the District Compensation Consultant, Louise Livesay address the congregation regarding fair compensation standards of the UUA. The Board doesn't see this as needed at this point.
- Gail informed the BOT that the Program Council approved blanket permission to YRUU for the program year for fundraising.
- Gail said that copies of the book Behavior Covenants in Congregations have been ordered for the Congregational Covenant Committee. Future workshops will be opened to the congregation.
- Alison reported that the Bylaws Revision Ad Hoc Committee is meeting on September 30th at 7:00pm. The Committee members are: Rebecca St. George, Judy Blank, Sue Dailey, Louise Levy and Alison Lutterman.
- The Board discussed whether any progress has been made on improvements to committee infrastructure, including implementing co-chairs or term limits? Gail suggested that Committee Liaisons could give to committee chairs examples of the Music and RE Committees and the BOT as committees with term-limits.
- The Board discussed liaison/officer roles. At this point, there is no volunteer for the role of Vice President. Kathy said that if no one from the current board is willing to serve as BOT president next year the Nominating Committee should be notified early for recruitment of a Board Chair.
- A Board retreat was scheduled for October 31st from 9:00am to 1:00pm. It was agreed that Board members will read Churchworks
- Planning for the Congregational Meeting on December 20th was discussed. Alison will make sure that deadlines are followed leading up to the meeting. Congregational Budget Hearings have been scheduled for December 6th at 12:30pm and December 13th at 8:30am.
- The Board discussed the question of who has decision making authority over what committees can do, and when and where they can do them in a program church. The Board agreed that the Program Council is a good venue for program decision making and that Kathy Stinnett oversees room availability.
- Gail announced that a Beyond Categorical Thinking workshop is scheduled for October 18th after the second service.
- The Consent Agenda was approved.
- The Board discussed rescheduling the annual joint Program Council and Board retreat normally held in June for later in the summer after General Assembly and when the new minister will likely be able to attend. The Program Council will be asked for input on this.

Volunteer Opportunities:

Sunday Visitor Greeting/Board Welcome & Qualified Highlights

Oct 4 9:30 **Alison** & 11:30 **Carol**

Oct 11 9:30 **Ruth** & 11:30 **Jim**

Oct 18 9:30 & 11:30 **Beth**

Oct 25 9:30 **Gloria** & 11:30 **Kathy**

Agenda setting meeting – Wednesday, Oct. 21st at 9am @ Takk For Maten: **Kathy, Ruth, Gloria and Gail**

Next board meeting **Tuesday, October 27th @ 7 pm** UUCD

Chalice Reading for 10/27/09: **Jim**

Submitted by Sanna Shields