

## **November 21, 2007 Board of Trustees Meeting Minutes**

In attendance: Susan Allison, Valerie White, Bill Fox, Kathy Farrell, Louise Marcoux, Phil Conover, Wilbur Edwards. Linda Godfrey Bailey attended for part of the meeting.

*Next Meeting: 7:15 PM December 19, 2007*

### **I. October BOT minutes approved.**

### **II. DRE Report**

Louise pointed out that she is becoming overloaded due to meetings and other issues related to the building expansion. Valerie White stated that Louise's presence is valued at BOT meetings, but the group would willingly forgo her attendance if doing so would help relieve pressure on Louise.

### **III. Linda Godfrey Bailey**

- has created master time line of all AIM committees; will put more finalized version on bulletin board and on website.
- Linda was very concerned that AIM charter not approved by BOT. Absence of approved charter has potential to delay the process. Issues of:
  - Member legal liability relating to AIM decisions. Susan Allison will check on errors and omissions liability insurance coverage for AIM (et al, to include nuts & bolts, steering, etc.) members; if not covered, will seek to add them
  - AIM decision makers potentially being ostracized by congregation if they make certain decisions and something goes wrong
  - Parameters for making quick decisions, e.g. if contractors find termites. Need for some party to make quick decisions in order to hold contractors on project and not delay timeline.
- Wilbur has completed draft charter revision, and rest BOT agreed to review and respond to draft by Sunday, Nov. 18.
- Agreed that BOT needs to be the party entering into contract w/ architect. Linda will send Wilbur Lewis's (architect) e-mail so Wilbur can request contract to review
- BOT must decide what kind of communication it wants from AIM. Steering committee represents all various subcommittees of AIM, but minutes not always taken at Steering meetings.
- Issue of how to get checks paid, who is tracking what goes into AIM, and what goes out from AIM. Question of where the money will come from initially. Bill Fox recommended that AIM decide what approach they would like, and communicate this to BOT. He does not see this as a finance issue.

### **IV. Treasurer's Report/Finances**

- Susan reported that financially church is doing OK; she bestowed her time to Bill Fox
- Bill presented analysis showing that fiscal YTD through October our % of pledged income received is above historic rates.
- Susan recommended that church do mid year pledge calling for those significantly behind in their pledges. Same idea as what we did w/ year end '06/07. Susan does not see this as Treasurer's responsibility.
- Stewardship needs budget by mid February. Finance Committee and Bill Fox to help. Valerie suggests that committees submit a "dream budget" to include additional DRE time, additional admin time, stove repair, etc. Issue of how specific budget should be – general program budget vs. detailed budget.

### **V. Miscellaneous**

- Valerie to call Rick Ripley before special meeting to check on status of contract.
- Bill Fox provided compensation information on ministers and DREs by size of congregation. Deb is paid slightly below midpoint for small church model; BOT did not perceive this position as appropriate given her

12 years of experience.

- Valerie asked Bill Fox to identify small group (6?) of people to do work w/ Tamsin on vision following her general session w/ congregation on Dec. 2. Valerie to ask Ellen to write article on Tamsin's session for Chalice; Valerie recommended that we offer child care for the session.

## **VI. Liaison Reports**

- Social Justice – recommended that we make the flag more visible to the community. Motion carried that Worship committee adopt a policy on displaying the flag on Veterans Day or other times, and refer the policy to BOT for approval. Valerie to call Nancy Ferguson (person who objected to flag not being displayed on Veterans' Day).
- Membership – Planning a UU101 session for prospective members on Dec. 1.

<b>Action Item</b>	<b>Responsible</b>	<b>Due</b>	<b>Status</b>
W. Edwards to contact authors of Accessibility Charge & assist them in redrafting	W. Edwards	ASAP	Redraft by Wilbur Edwards sent to Linda Godfrey Bailey
Ask Bill Fox to look at church's salary ranges & health options before next budget cycle.	V. White	BNM	Done; provided by Bill at Nov. meeting
Seek more helpers, more committee support for B&G committee.	V. White	BNM	?
Membership will reach out to sr. youth to encourage them to wear name tags. Also – some new members may need nametags.	W. Edwards/K Farrell	BNM	Will discuss at next Dec. meeting
Conference call between Valerie, Tamsin, ?others, to figure out how to move forward w/ visioning	Valerie	ASAP	Assume happened since Tamsin coming on Dec. 2
Inform Minister of Canton church that interested in participating in local ad campaign to accompany UUA national campaign	Valerie	ASAP	?
Deb to write article on Association Sunday contribution opportunity	Deb	ASAP	Done
Schedule special Nov 18 meeting – send notices to congregation	Kathy	By 11/11	Done
Seek additional candidate for Committee on Ministry	Deb	ongoing	
Communicate to congregation that we will need extra time/involvement from them this fall – strategic planning, cell tower, stewardship	BOT	ASAP	Done by Deb/Valerie (I forget who, but I remember hearing!) at Sunday service
Adult programs committee task force creation	Valerie	ongoing	
BOT decide, communicate to AIM a communication method	BOT	ASAP	
?AIM to recommend to BOT a check paying approach	BOT to receive from AIM		
Mid Year Pledge follow-up	Not Treasurer	?January '08	
Budget created & given to Stewardship		Mid Feb. 08	
Check w/ Rick Ripley re: contract status before special meeting	Valerie	Before 11/18	Done
Identify small group (6) to work w/ Tamsin on 12/2	Bill Fox	Before 12/2	

Ask Worship Committee to develop policy on flag display to present to BOT	?	No date establ.	
Request that Ellen Schoenfeld Beeks write article for Chalice on 12/2 Visioning			
Make reach out phone call to Nancy Ferguson	Valerie White	soon	