

## Allegheny Unitarian Universalist Church Meeting of the Board of Trustees

The regular meeting of the Board of Trustees was held at Unitarian House with the following Trustees in attendance: Mark Tomlinson, President; Betty Luff, Vice President; Mac McMahon, Treasurer; Donald Zeilman, Clerk; Ellen Kerr; Matt Merriman-Preston; Andy Schwarz; Ex officio: Rev. David McFarland (not present).

### I Gathering

Mrs. Luff called the meeting to order at 7:03 PM, and shared words for the chalice lighting. Clerk determined that there was a quorum present at the call to order.

### II Administration

1. Minutes of the January 8 meeting were distributed at the meeting, with no corrections or additions.
2. Minister's Report: Reverend McFarland is on study leave – no report this month.
3. Treasurer's Report: Mr. McMahon. The reports for November and December were distributed electronically. We are currently running a surplus instead of the budgeted deficit. No comments or questions.

Compensation for Director of Religious Education: Mr. McMahon reports that there may have been an error calculating the compensation for Mr. Byers, the DRE. Resolved that the President, Treasurer and Minister will meet to determine how to proceed.

Reports accepted by assent.

### III Business

1. Mid-year Congregational Meeting Recap: Generally went well with agenda items covered. Question: Did the Covenant Circles presentation have the correct emphasis – “small group” vs “work group?”
2. Covenant Circle Launch: Should the Board have input with regard to the letter of introduction that is being prepared for the congregation? Resolved that the Board will continue to communicate with Tim Nuttle around how the program is introduced.
3. Budget Planning: Mrs. Luff, Mr. Tomlinson and Jill Brethauer (Finance Committee) met to discuss the process for preparing the budget for the next fiscal year. Discussion:
  - a. Should “committee” budgets be used to create the Church budget? Do committees represent the actual way the Church is organized?
  - b. How do we budget new items that are not currently in the budget – through Board input?
  - c. Note that 90% of the budget is fixed – the process should reflect that in the amount of time we are asking folks to commit to its preparation.
  - d. How do we connect budget to mission? Who monitors that connection?

Resolved: The Board will continue to be in communication with the Finance Committee concerning the development of the budget. The Executive Team will act as the review committee.

4. Nominating Committee: Mr. Merriman-Preston. There are three Trustee positions that will need to be filled. Clerk notes that a finalized slate of nominees would ideally be submitted in time to include it in the published Annual Report.

5. Endorsement Request: Mr. Schwarz states that he intends to submit a proposal in writing to the Board requesting that the Church add its name to an anti-torture resolution.

6. Sabbatical Leave: Ms. Kerr. There is no update, but notes that the committee has been constituted: Ms. Kerr, Jane Dirks, Mr. Tomlinson, (Ian or Devon, [non-members]), Rev. McFarland. Materials will be prepared for the Annual Meeting. Sabbatical will begin in January 2014.

#### IV Oversight and Discernment

1. Social Justice at Allegheny – Meeting with Rev. Joan Van Becelaere, Ohio-Meadville District Executive, Mr. Tomlinson reporting.

Noted that the social justice mission/vision starts with the Board of Trustees. The Board studies, distills, and makes choices.

The Board supports congregational initiatives and helps select those initiatives.

The Board takes both “community needs” and “congregational resources” into consideration when discerning a direction for social justice.

Next Steps: Board will host an open meeting of the congregation to begin identifying what is perceived to be the most pressing needs in the community, and what resources/interest reside in the congregation. Simultaneously, Board will consider how to do a needs assessment with the community.

Resolved that Mr. Tomlinson will continue to lead this effort, and that the congregation- and community-wide discernment process will begin in September 2013.

#### V Adjournment

Mr. Tomlinson adjourned the meeting and the chalice was extinguished.

Next meeting, March 5, 2013.

Respectfully submitted,



Donald G. Zeilman, Clerk 2012–13