

## **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; Ellen Kerr; Matt Merriman-Preston; Andy Schwarz; Donald Zeilman, excused. Ex officio: Rev. David McFarland (not present).

### **I Gathering**

No opening words or chalice lighting. There was a quorum present at the call to order.

### **II Administration**

1. Minutes of the February 5 meeting were distributed electronically, with no corrections or additions.
2. Minister's Report: Mr. Merriman-Preston would like to see more about the business affairs of church and what staff is doing.
3. Treasurer's Report: Mr. McMahon. Number corrected on financial report – pledge amount should not change.
4. Clerk's Report: Distributed electronically. This is a new monthly report. Will keep track of members' coming and going. This month, 79 members are reported.

Reports accepted by assent the noted comments and corrections.

### **III Business**

1. Appointment of Karen Zoller

Betty Luff moves that the Board approve the appointment of Karen Zoller to the Endowment Committee to complete a one-year term until July, and that the Board approve the nomination of Ms. Zoller for a three-year term for vote at the Annual Meeting. Second, Mr. Merriman-Preston.

#### **Motion Carries**

2. Share the Plate Initiative: Resolved that the fourth-quarter justice partner will be Gwen's Girls, the North Side group that works with girls at risk (the Vanderbilt Alternative Spring Break group worked with them). Mr. Schwarz will research a buying back guns initiative as a future justice partner.
3. Stewardship Update: The Year End Campaign finished ahead of the budgeted goal, which was \$10,000. The final collection was \$11,400. Mr. Tomlinson stated that we need to celebrate success. He proposed that we take part of the \$1,400 excess and purchase a video monitor for showing presentations of church successes and events. It could also be used for trainings and workshops. Mr. McMahon will run this idea by the Finance Committee.

Motion by Mr. Merriman-Preston to allot up to \$1000 for the purchase and installation of a HD TV in Founders Hall as a gift to the congregation to celebrate the success of the End of Year Drive, pending concurrence by the Finance Committee. Second, Mr. Schwarz.

#### **Motion Carries**

4. Member Status Change: Clerk has requested that Holly Stewart be taken from the roll as she has resigned because of her relocation. Note that verbal resignations are not sufficient for removal. Also, Rev. Dave wishes to be notified when members resign or are removed.

Motion by Mr. Schwarz to remove Holly Stewart from the membership roll. Second, Mr. McMahon.

**Motion Carries**

5. Nominating Committee: John Engberg has agreed to join the Committee. The Committee has developed a time line and made a list of names. Their goal is to have spoken to everyone on the list by the end of March and to have the slate of candidates by April 15. They will bring names to the next Board meeting. Note that it would be good to have bios for the candidates.

6. Financial Software Update: The Board would like the financial software to be in place at the start of the next fiscal year (July 2013). The Finance Committee is not prepared to meet that deadline. The Committee wants to use the software for a trial period running the second half of the next fiscal year (January through June 2014). The software would then be fully implemented July 2014. Mr. McMahon will discuss the fiscal year change with Finance.

7. Budget Planning for FY 2013–14: Every group received a form to report what they plan for next fiscal year. These are to be filled in and returned to Jill Brethauer. Mission of Church, Growth and Fiscal Responsibility are the guiding principles. The Board and the Finance Committee will discuss changes to discretionary spending by the May Board meeting. Budget is 85% fixed, meaning that the discussion is about approximately \$20,000. Stewardship numbers are needed by May, as well.

**IV Adjournment**

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

Next meeting, April 2, 2013.

Respectfully submitted,

Ellen Kerr, Trustee