

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; Liz Dell, Vice President, Mac McMahon, Treasurer; Donald Zeilman, Clerk; Matt Merriman-Preston; Jane Schwarz; Gail Ward.

Rev. David McFarland was not present.

I Gathering

Mr. Tomlinson called the meeting to order at 7:08 pm, and the chalice was lit. A quorum was present at the call to order.

II Administration

1. Minutes of the October 3 meeting were distributed electronically for review. No comments or corrections.

2. Financial Report: Mr. McMahon, corrected statements were distributed to replace those electronically distributed. Following a question on the stated amount for income from Share the Plate, Mr. McMahon stated that he would review that number.

3. Minister's Report: Report distributed electronically. Mr. Tomlinson noted that the proposal to increase part-time staff compensation to cover increased staff responsibility during Sabbatical, has been finalized.

4. Report of the Clerk: Mr. Zeilman reports 81 members on the roster. Clerk questions whether the Board will be considering any removals from the roster prior to Annual Certification. Consensus is that no removals will be initiated this year. Mrs. Ward notes that the Membership Committee continues to review the roster for possible members who require contact or attention.

Reports accepted by assent.

III Business

1. Sabbatical Planning. Mr. Tomlinson notes that planning and implementation continues. Increased part-time staff compensation and responsibility was discussed under the Financial/Treasurer's Report.

2. Covenant Renewal Policy. Board received and reviewed a summary of research by the Committee on Ministry around possible steps for conflict management, as an armature for discussing a proposed Conflict Management / Covenant Renewal Policy. Mr. Tomlinson notes that the CoM and Minister would like to have something in place for use during the time of the Sabbatical.

Mr. Zeilman notes that the CoM would have to be specifically empowered/authorized by the Board and Minister to serve as a conflict management team, as this is in addition to the duties stated in the Ministerial Letter of Agreement from which the Committee derives its charge.

Noted that such a conflict management team may have to be supplemented by other participants, and that the CoM could identify such volunteers. All team members would require some training.

Mr. Tomlinson will contact Jay Poliziani, CoM chairperson, and Board will further discuss this initiative at the next meeting.

3. Financial Software Update. Mr. Tomlinson notes that the team charged with this initiative has met and assessed needs. That the next step is the process of selection.

Question from Mr. Merriman-Preston as to the level of “buy in” by all of the committees and groups involved around implementing the new software. Messrs. Tomlinson and McMahon state that there is general buy in, but that the software will have significant effect on some processes and persons.

4. Assets Investment. Mr Tomlinson notes that Mr. Dave Samuel had been asked to review the UUA’s endowment funds as a possible investment vehicle for the Church. He made some recommendations and voiced some concerns, specifically, that the endowment fund is not yet separated from the UUA, and that actions against the UUA could involve their endowment funds. We may want to wait until the separation is finalized at the UUA.

There is also some current discussion around disinvestment from certain areas within the fund. Allegheny would have to discern whether it is comfortable with the level of socially responsible investing currently achieved in the fund.

Research continues and further information will be made available to the Board.

5. Share the Plate Initiative. Mr. Tomlinson suggests that we fill our justice partner slot for January/February with the American Field Service in recognition of the support of that organization by recently deceased member, Walter Brethauer.

So resolved.

6. Guest at Your Table Initiative (UUSC). Mr. Tomlinson notes the many special year-end requests and suggests shifting this initiative back a few weeks to run from mid-December to February. He will discuss with Rev. McFarland. Mr. Zeilman notes that there is already interest from some members in heading up the initiative this year.

7. Alternative Spring Break Request. Rev. McFarland is asking the Board to identify coordinator(s) to take responsibility for the Vanderbilt University Alternative Spring Break group that the Church has committed to inviting back. Board discusses seeking volunteers from beyond the Board itself. No resolution, will require further discussion.

IV Adjournment

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

The next regular meeting of the Board of Trustees will be December 5, 2013.

Respectfully submitted,



Donald G. Zeilman, Clerk 2013–14