

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.

I Gathering

Mr. Tomlinson called the meeting to order at 7:07 pm, and shared words for the chalice lighting. A quorum was present at the call to order.

II Administration

- 1.** Minutes of the April 3 and April 21 meetings were distributed electronically for review. No comments or corrections were offered.
- 2.** Financial Report: Mr. McMahon reports that the financial statement for March will be ready by the Annual Meeting. He further notes that the church is successfully implementing the new church management system, including running church finances in parallel during this initial period.
- 3.** Minister's Report: No report during sabbatical.
- 4.** Report of the Clerk: Mr. Zeilman reports that membership stands at 83. Further, that the Annual Meeting packet with reports and proposed By-law amendments was distributed to the membership 21 days in advance of the Annual Meeting.

Reports accepted by assent.

III Business

- 1. Annual Meeting Planning.** Mr. Tomlinson leads a discussion on items for the Annual Meeting agenda. He notes that the packet contained a great deal of information for the membership to consider. Ms. Dell agreed to put together the agenda for the meeting. Clerk will prepare procedural notes. Mr. Merriman-Preston will lead the budget discussion at the meeting.
- 2. Budget.** Mr. Tomlinson reports that folks from both the Board and Finance have been in discussion around finalizing a budget proposal for the Annual Meeting. He especially notes two items: changes in staff compensation and possible Unitarian House repairs. Considerations around compensation include Fair Compensation standards, cost of living adjustments and changes in responsibilities affecting salary. The proposed repairs at Unitarian House may be postponed to next year.
- 3. Board Year in Review.** Mr. Tomlinson observes that this has been a generally good year for the congregation and that Board performance helped make that possible. He asked out-going Trustees to provide some observations. Comments from Trustees as follows:

- » Board did not have an unrealistic to-do list that would have been impossible to accomplish
- » Board promoted confidence during the Sabbatical, and took a reasoned approach to leadership; happy about the trust in leadership that developed during Sabbatical
- » Excited about implementation of new church management software, and acknowledges Mr. Tomlinson's leadership in making that happen
- » Believes that the Board was well organized in its work

IV Adjournment

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

The next regular meeting of the Board of Trustees will be June 5, 2014.

Respectfully submitted,

A handwritten signature in black ink that reads "Donald G. Zeilman". The signature is written in a cursive, flowing style.

Donald G. Zeilman, Clerk 2013-14