

Minutes of the Allegheny Board of Trustees meeting September 17, 2015.

The regular meeting of the Board of Trustees was held with the following Trustees in attendance: Greg Blackman, Liz Del, Sonia Reed, John Luff, Jay Poliziani, and Eric Meisberger.

Excused: Mary Jo Sonntag.

Ex officio: Rev. David McFarland.

A quorum was present at the call to order.

- Accent Agenda approved as presented. John made motion to approve and Sonia seconded the motion, motion carried.
- Liz encouraged all in attendance to plan to attend and/or promote Columbus General Assembly. Currently, workshop proposal submissions are being accepted.
- Liz led a discussion about the four Board focus topics for the coming church year agreed upon at the Board Retreat in August: Succession Planning, Building community, Social Justice Outreach and Strategic Planning.
- Succession Planning: Liz suggested, and all agreed, that the Nominating Committee should start their efforts earlier this year than is usual since Liz will not return as President of the Board. Liz will approach Mary Jo to see if she is willing to head up the Nominating Committee. Three Board members will rotate next year into the second year of a term and four will end a term – all with the option for a second 2-year term. Jay suggested we consider a By-laws change to indicate that the Vice President automatically becomes the next President to assure smooth succession to the top post. This will be further discussed at a future meeting. Sonia suggested that Board member nametags have noted in large lettering that this person is on the Board of Trustees. Liz will follow up with Betty about this idea. Dave suggested we have more frequent post-Sunday-Worship church business meetings—perhaps quarterly.
- Building community: The upcoming Heart-to-Hearts will help us determine the needs and wishes of the congregation and how to proceed with Building Community. Scot Eckes, Ministerial Intern is working on designing a series of lead in questions for use in the Heart-to-Hearts and will arrange a Heart-to-Heart training for those not at the Board retreat but interested in helping with the effort. The group discussed that a revamp of the Circles is needed to focus energy on building community rather than doing “jobs” at the church. The Board agreed to test out from now until December having coffee and tea only – no snacks – in the Emerson room rather than in Founders Hall. The Board will take on responsibility for set up and clean up. For ease, supplies may move to the Unitarian House to avoid the steps, but the set up will be in the Emerson Room.
- Social Justice Outreach; The Heart-to-Heart campaign will have a community leader and community member piece to help guide the congregation on what the needs of the community are as related to Social Justice.
- Strategic Planning: John will provide the group a framework of church strategic planning for consideration by the end of the year. The work of the plan should begin by January of 2016 after the Heart-to-Hearts are reviewed.

- Communications Update: First quarterly newsletter published last week. New format for e-mail Advocate started this week. Jay will ask Beth how many folks have signed on so far. Jay will also ask Zeilman to include in new pew cards, the process for getting info shared in the church via one central e-mail address.

Budget: John reviewed changes made to the budget to move RE salary line to other places that are more appropriate for the expenses since we are not paying the RE Director salary – move made to Social Justice intern salary line and childcare expense lines. John also reviewed planned changes to our facilities insurance policies that will save us a minimum of \$1,000 a year and perhaps more. John will arrange for assessment to be done on the two buildings and the piano to get accurate values for insurance purposes. Liz will ask Charlie Snowden and the House committee to do inventories of the two buildings also for the same reasons. Jay motioned to accept the budget as changed and Sonia seconded, motion carried.

- Founders Hall acoustics still underway—only thing led is to cover the fasteners in the panels, and Charlie is working on that.
- Film company use of the Unitarian House will take place in October, and Liz signed the contract.
- The next meeting will be at Unitarian House at 7pm on October 22, 2015
- Jay motioned to adjourn, Greg seconded, motion carried.

Respectfully Submitted,
Jay Poliziani, Recording Secretary
Donald G. Zeilman, Clerk