

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 McMahan, Treasurer; Donald Zeilman, Clerk; Andy Schwarz; Ellen Kerr. Ex officio: Rev. David McFarland. Matt Merriman-Preston, excused.

I Gathering

Mr. Tomlinson called the meeting to order at 7:05 PM, Reverend McFarland supplied opening words for the chalice lighting. Clerk determined that there was a quorum present at the call to order.

1. Benita Campbell appeared before the Board to ask if there were ways for the Church and congregation to be involved in education around the new Pennsylvania voter ID law. Board suggests consultation with the Social Justice Council and contacting UU Plan (Pennsylvania UU advocacy group).

II Administration

1. Minutes of the June 5 meeting were distributed electronically for review, with no corrections or additions.
2. Minister's Report: No report submitted.
3. Treasurer's Report: Mr. McMahan. No report submitted. Noted that the question concerning income in February has been answered via e-mail.
4. Motion by Ms. Kerr that the reports be accepted as supplied and presented.

Motion Carried

III Business

1. Sabbatical Leave for Rev. McFarland. The following was noted from the *Ministerial Letter of Agreement*:

“Sabbatical leave accrues at the rate of one month per year of service, with leave to be taken after four but before eight years of service. No more than six months of sabbatical leave may be used within any twelve month period. The dates of the sabbatical plan must be approved by the Board of Trustees at least one year in advance.”

Rev. McFarland did not take sabbatical leave in the indicated time due to change to full-time ministry and staff turn over. Rev. McFarland states that he will take his sabbatical leave before 2015, and that he is willing to work with the Church to structure it to ease possible problems.

The Board concurs that a Sabbatical Committee will need to be created. It will be composed of three to five members. The Committee shall be given a charge by the Board, and shall consider all aspects of the work of the called minister, including his role as Chief of Staff.

Rev. McFarland and two current Trustees will act as a planning team to propose a Sabbatical Committee and outline its charge. Board concurs. Mr. Tomlinson and Ms. Kerr will consider serving on the planning team.

Noted that the Church has a copy of the Sabbatical Handbook (UUA). Also that the sabbatical leave will occur when congregational growth is vital, with worship playing an important role in that initiative.

2. MWSS Lease. Mr. Zeilman reports that the lease agreement for the rental space has been prepared and passes it to the Board for review. Board approves.

3. Circles Initiative. Mr. Tomlinson summarizes the memo that was prepared by member, Jill Brethauer, concerning the small group “Circles” that operate within the congregation of which her husband’s family is a part.

Benefits: Provides accountability and designates responsibility; More gets accomplished when tasks are distributed; More opportunities for pastoral ministry; Relationships are built and newer members find ways to “stick.”

Challenges: Inserting new circle members; Attitudes around those who don’t participate; Attitudes around those who participate too much; Tolerance for change

Process: Board will lead off, will communicate with the Leadership Council and committees, and will start communication with the congregation at large (conversation, community moments, written information). Current leadership needs to be flexible.

Leadership: Explore creating a structure for organizing and leading the effort. Circles are more ministry than committee. Membership Committee will be a vital resource (but not their responsibility). Establish time line for implementation.

Rev. McFarland will consult with the Committee on Ministry and Small Groups leadership, Mr. Tomlinson will consult with the Membership Committee.

IV Adjournment

Mr. Tomlinson adjourned the meeting. Rev. McFarland shared closing words and the chalice was extinguished. Next meeting, September 4, 2012.

Respectfully submitted,



Donald G. Zeilman, Clerk 2012–13