

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: Kate Tomlinson, President; Sarah-Wade Smith, Vice President; Donald Zeilman, Clerk; Laura Conkle; Donna Badger Kopnitsky; Matt Merriman-Preston; and Sonia Reed.

I Gathering

Kate Tomlinson called the meeting to order at 7:04 pm, and Laura shared words for the chalice lighting. A quorum was present at the call to order. Kate calls for additions or changes to the published agenda. None requested.

II Administration

1. Minutes of the September 17, 2018 meeting were distributed electronically. No comments or corrections were offered. They stand as submitted.

2. Financial Report: Treasurer, John Luff distributed a Budget Comparison electronically for Board review. John included the full statements for this report, and noted that if there is a sentiment that the short versions are useful, John can resume including them in November.

Kate noted that the report procedure set up by John only allows for an immediate and short period of time for feedback. Board consensus is that questions/feedback should be made if and when required. The Board is reminded that the Treasurer's attendance can be requested when necessary.

3. Minister's Report: None due to sabbatical.

4. Report of the Clerk: Zeilman brings a recommendation to remove ten names from the membership roll. Notes that this request is made upon the recommendation of the Membership Committee. Five of the members under consideration were thought to be previously removed, and this action is considered an update of the roll. The five new names under consideration have been vetted with the Minister, the Treasurer, and Stewardship.

Board would like to table consideration of the removal pending further information about the process, specifically, whether the members under consideration have been contacted by the Membership Committee. Clerk will report at the next Board meeting.

5. Denominational Affairs: Kate reports that Allegheny has received a thank-you from the UUA for its full participation in the Annual Program Fund (APF).

Reports accepted by assent.

III Old Business

1. Strategic Planning. Kate Tomlinson reports that there were no at-large responses to the invitation to join the Strategic Planning process. Kate did approach two members. Jay Poliziani agreed to be part of the planning team. At present, there are now four members of the team. Kate recommends that the current members begin the process.

The group generated a list of five members who will be approached by Kate and Badger to consider joining the team. Kate and Badger will report at the next meeting.

2. Leadership Covenant. Kate Tomlinson provided copies of the UUA Board of Trustees Covenant for consideration as a model. Laura offers the Advisory Council Covenant as another example.

Sarah-Wade Smith moves that the Allegheny Board of Trustees adopt the UUA Board of Trustees Covenant for the current time. **Motion carries.**

3. Committees, Liaisons, and Leadership Council. Tabled.

IV New Business

1. Safety Plan Process. Matt Merriman-Preston has reached out to Shawn MacIntyre, the group's facilitator, and offered to be co-facilitator. The Board expresses its gratitude.

2. Nominating Committee 2018–19. Zeilman agrees to be the Board participant for the Committee, and will enlist the remaining members.

3. Ministerial Intern Proposal 2019. Zeilman has attempted to contact Emma Merchant, but has not gotten a response.

4. Communication. Kate has gained access to the Allegheny Church Office e-mail and Mailchimp account. Kate will be helping with the weekly *Advocate Update*. Notes that Jay Poliziani will be publishing the next quarterly newsletter prior to Thanksgiving. Inga Burton-Smith has been providing member profiles for the newsletter.

5. Toilet Rooms and Gender. Zeilman notes that there has been periodic discussion about ways to remove the gender assignments on the church toilet rooms, and volunteered to bring some preliminary information to the Board for review.

V Adjournment

Sarah-Wade moves to adjourn the meeting. **Motion carries.**

Kate Tomlinson adjourns the meeting and the chalice is extinguished.

The next regular meeting of the Board of Trustees will be on November 19, 2018, **6:00pm.**

Respectfully submitted,

Donald G. Zeilman, Clerk 2018–19