

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; Donald Zeilman, Clerk; Donna Badger Kopnitsky; Matt Merriman-Preston; and Sonia Reed.

Excused: Laura Conkle, Sarah-Wade Smith

Ex officio: Rev. David McFarland

I Gathering

Kate Tomlinson called the meeting to order at 7:05 pm, and words were shared for the chalice lighting. A quorum was present at the call to order. Kate calls for additions or changes to the published agenda. None were offered.

II Administration

1. Minutes of the February 18, 2019 meeting were distributed electronically. Kate calls for additions or changes to the Minutes. Zeilman notes that Rev. McFarland was not present. No other changes offered.

2. Financial Report: The financial report was distributed electronically for review. Treasurer reported that the YTD operating loss stands at \$9855, which includes the \$7925 capital expense (\$1960 without cap. ex.). No comments offered.

3. Minister's Report: Rev. McFarland distributed the Minister's Report electronically for review. Rev. Dave noted that if we do the same things, we will get the same result. He wholeheartedly supports the desire to grow and change that has been expressed by the congregation.

Worship has been geared toward getting the congregation accustomed to becoming more flexible. There are variations in Sunday worship, but every worship experience has something that will feed the soul.

If you discern that there is room for growth and improvement, focus on the core of what needs to happen, and design/redesign the means to accomplish it. Part of the work of church leaders is to provide a model for what it means to "be the church," offer to people examples of what the church stands for by living its mission through interactions with guests, members, family, friends, and acquaintances.

Release perfectionism – when our interactions fail to live up to our covenant, it's time to admit shortcomings, make amends, and recommit.

Membership: where are our next 20 members coming from? What do they value? What serves them to grow into their soul? And how are we preparing for their arrival? The Membership Committee is in transition. Sunnyhill's Membership Development Staff has offered to walk the committee through their Sunday morning and follow-up process, the Board could benefit as well.

Rev. Dave expressed gratitude for all the good that the Board does for, and in, the church.

Action: Board and Membership find a date for meeting with Sunnyhill staff.

4. Report of the Clerk: Zeilman reports that current membership stands at 66. Jay Poliziani resigned his membership.

5. Denominational Affairs: Rev. Dave notes that transgender and gender nonbinary UU leaders expressed concern with an essay in the Spring 2019 issue of *UU World*, “After L, G, and B” by contributing editor Kimberly French. Board discussed the concerns and the reaction.

Noted that the 2019 General Assembly is upcoming in June, and Board was reminded that the 2023 General Assembly will be in Pittsburgh.

Reports accepted by assent.

III Old Business

1. Strategic Plan Update: Kate and Badger report. The planning group has met twice. The first meeting included the House Committee, Board members, and the planning group members, who discussed the current plan for physical accessibility. The second meeting included church leadership for a discussion of the broader space/facilities. These meetings were for information and discussion only.

Reviewing the input (including surveys) from the broader leadership, the following was discerned:

- Willingness to vacate Unitarian House was high
- Willingness to change the way that the church building is used was high
- Willingness to move the congregation changed from neutral to high

There will be another meeting with the general congregation to discuss these and other questions.

Unitarian House and Gilliford Fund in the local UU Community: There has been discussion among the Pittsburgh cluster ministers concerning how Allegheny might benefit from further conversation with the UUA around disbursements from Gilliford Fund. Rev. Dave notes that the Gilliford will specifically call out “people of the North Side” as benefitting from the bequest. Allegheny would propose to the UUA that this congregation is in the best position to fulfill that intention. The local cluster would support that effort. This effort could be something that is revisited, perfected, and proposed without waiting until it is “perfect.”

The Long Range Planning group will meet next on April 7, and the larger, congregation-wide meeting is proposed for April 28. The planning group will then continue to meet and formulate.

Badger has had conversations with Jane Werner, the Executive Director of the Pittsburgh Children’s Museum around synergies between the church and the museum.

Terri Hammond has approached the Buhl Foundation’s One NorthSide (community-driven movement committed to building a better quality of life for all North Side residents) to discuss how congregations fit into their mission.

2. Committees, Ministries, and Administration: This review process will address the overall health of this aspect of congregational life. Kate is developing a “membership engagement” list. Those who attend Worship and other church functions are also the ones who are most engaged with committees, ministries and church work. Is the existing (old) model of doing church work still working? The Finance Committee is not functioning. The Membership and Stewardship Committees face challenges.

Discussion

Should the model be “task force” and “work group” and less established “committees.” Note: the Bylaws do not require any specific committee: “The Board may appoint standing and temporary committees and task groups as it deems necessary.” The ministries (Worship, InReach, etc.) serve at the Minister’s discretion.

Could the current committees be given new charges, and a chance to revitalize themselves? – to start fresh with a new focus?

Create a structural plan: Who is active? What works? How do efforts fit in with overall planning? Badger and Sonia will organize a stakeholder meeting on a date in May with the goal of reassessing engagement (what works, what doesn’t work). Although the discussion would be about structure, a focus on the Membership Committee could be a starting point.

3. Nominating Committee Update: Zeilman reports that he has been discussing candidates with church leaders, and that he will be approaching potential candidates to discuss serving. Kate notes that part of candidate review should be whether the candidate will contribute to high-level Board functioning if elected to serve.

IV New Business

1. FY 19/20 Budget Development: Kate states that the Board will try and provide more input on budget development this year, as it is a Board responsibility. John Luff (Treasurer) supports more Board involvement. John has provided a report showing two completed fiscal years, an estimated full FY19, and a preliminary FY20 for Board review. This process provides an opportunity to consider additions and changes in the draft budget. The process also includes distribution of the draft budget to other “leads” that will be identified for each budget area. The schedule as noted in the agenda:

- March 25 – Share summary, Draft 1 & process w/ Board
- March 26–28 – Distribute summary & Draft 1 line items to leads
- April 8–12 – deadline for “leads” to return FY20 request input to John and Kate
- April 15 – discussion #2 with Board on input, prioritization
- April 16–May 13 – Draft 2 finalized

- May 19 – Annual Meeting – Draft 2 presented
- June meeting – Board votes on budget

Action: The Board has not had sufficient time to review the draft. Kate will revise the schedule to provide additional review time.

3. Social Media Training De-brief: Rev. Dave notes that Board members can support church awareness and growth through social media by involvement and participation.

V Adjournment

Sonia Reed moves to adjourn the meeting. **Motion carries.**

Kate Tomlinson adjourns the meeting and the chalice is extinguished.

Next meeting: April 15, 7:00pm at Unitarian House.

Respectfully submitted,

Donald G. Zeilman, Clerk 2018–19



Allegheny UU Church Board of Trustees Agenda

Meeting Details	Monday, March 25th, 7pm, U House	
AGENDA		
Time Allotted	Topic / Materials	Action / Outcome Expected
7:00 – 7:10 pm	GATHERING <ul style="list-style-type: none"> • Opening words and chalice lighting • Covenant • Check-in • Congregational moments • Additions/changes to agenda 	Centering for discussion
7:10-7:15	Approval by Assent <ul style="list-style-type: none"> • Minutes from previous meeting • Financial Report • Minister’s Report • Clerk’s Report • Denominational Affairs 	Approval
OLD BUSINESS		
7:15 - 7:30	Strategic Planning Update – Badger/Kate <ul style="list-style-type: none"> • MYM input • Meeting notes • Outreach coordinations • Accessibility plans • Upcoming meetings and timeline 	Understand progress and actively engage in planning
7:30 - 7:55	Committee, ministry, and admin health Member engagement list	Determine biggest gaps to address and what to let go of; board members each engage in solution
7:55 - 8:00	Nominating Committee Update	
NEW/OTHER BUSINESS		
8:00 - 8:15	Budget Development - Dial John in <ul style="list-style-type: none"> • 4-yr budget summary sheet • Budget development process <ul style="list-style-type: none"> ○ March 25th - Share summary, draft 1 & process w/ board ○ March 26th - 28th - Distribute summary & draft 1 line items to leads ○ April 8-12th - deadline for "leads" to return FY20 	Board affirms process for budget development and review for FY19-20.



Allegheny UU Church Board of Trustees Agenda

	request input to John & Kate <ul style="list-style-type: none"> ○ April 15th - discussion #2 with board on input, prioritization ○ April 16-May 13th - draft 2 finalized ○ May 19th - annual meeting - draft 2 presented ○ June - board votes on budget 	
8:15 - 8:25	Social media training debrief - Rev Dave	Board members understand what actions they can take to support church awareness and growth
8:25 pm	Next meetings - <ul style="list-style-type: none"> - April 15th (keep or reschedule?) - May 20th (schedule earlier?) - May 19 - Annual Meeting 	
8:30 pm	Adjournment	End meeting