

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; Donna Badger Kopnitsky; Matt Merriman-Preston; and Patrick Burke.

Ex officio: Rev. David McFarland, Minister

Excused: John Luff, Treasurer

I Gathering

Kate Tomlinson called the meeting to order at 7:02PM, and shared words for the chalice lighting. A quorum was present at the call to order (six of six Trustees). Kate distributed the agenda electronically; calls for additions or changes. None are offered.

II Administration

1. Minutes of the August 26, 2019 meeting were distributed electronically. Kate calls for additions or changes to the Minutes. No are offered.
2. Financial Report: Report submitted electronically. Kate notes that the pledge revenue is lower than expected. Requested a report on who is meeting/not meeting their pledge obligations. Matt will seek the report from the Stewardship team.
3. Minister's Report: Rev. Dave is proposing that the minister's sabbatical be taken one month per year instead of accumulating ("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." LoA). Board empowers the President and Clerk to discuss the proposal with Rev. Dave.
4. Report of the Clerk: Zeilman notes that Board should begin considering the process for a By-Laws change concerning the number of Trustees required to sit on the Board.
5. Denominational Affairs: Kate reminds the Board of the upcoming small congregations program. Allegheny is registered to participate online. Kate recommends inviting the Board and church leadership; encourages attendance. Noted: the Pittsburgh Cluster Assembly will be held on November 16.

Reports accepted by assent.

III Business

1. **Treasurer Position:** Matt has indicated his willingness to take on the role of Treasurer, and has had conversations with John Luff concerning the transition. Matt will work with John, and when orientation/training is complete, John intends to resign from his position as Treasurer.

Matt states that he is comfortable with the items that he has been introduced to. Two areas where he might seek additional guidance are: payroll and taxes. Jill Brethauer is recommended as a possible source of information.

The Treasurer e-mail address will have to be redirected to Matt (Mark Tomlinson to be consulted), and new signature cards will have to be set up (Matt will pursue).

Zeilman reports that no official record of the current Board policy to commit bequests (new and ongoing) to the endowment fund could be found. Recommends making a decision about the policy so that the incoming Treasure can direct funds appropriately (consider at October meeting?).

2. Core Functions / Membership, Stewardship, Volunteering: The discussion continues with outreach to members and guests. Board proposes arranging a meeting/discussion with current folks on Stewardship and Membership, and with those interested in membership development. Rev. Dave recommends sending out some direct invitations; he can provide names.

Following up on a previous offer to have the membership staff person from the UU Church of the South Hills meet with Allegheny folks, recommendation made to invite Bethany Thornton, Membership/Outreach Coordinator, to the proposed meeting.

Badger (Board & Strategic Plan) will organize the meeting as an after-Worship discussion. Will consult with Rev. Dave concerning folks to invite, and coordinating with him and Bethany Thornton.

3. Welcome Table Sundays: The initial Welcome Table discussions were well attended and evidenced a strong interest on the part of the congregation. Board noted that the conversations should be empowering, not directive.

As an ongoing ministry, there are some logistical pieces yet to be finalized, including set-up/clean-up, location, and timing. With Sunday guests in mind, it is important to remain aware of the transition from the pre-Worship conversation to Worship itself (possibly 9:15 to 10:00 focus, with a 10:00 to 10:30 transition).

4. Social Justice Lyceum Proposal: Rev. Dave distributed the North Side Lyceum Proposal (June 2019) draft for discussion. The proposal would be submitted by the combined Pittsburgh-area churches (representing 1000 UUs). The ministers group is conscious of Allegheny's desire to lead and organize the effort.

Board consensus is that we should proceed with funding for the Director of the Lyceum position and programs (as proposed), enabling the Lyceum to develop.

Question as to whether this could be a topic at the Cluster Assembly. Rev. Dave notes that the Assembly already has a theme/topic of environmental social justice. Would there be a place for Allegheny to give an update on the proposal, and invite participation on the steering committee?

Question as to whether the Unitarian House is part of the plan for the Lyceum, and, if so, it is suggested that the total cost of upkeep for the building be included.

The next steps will be to develop a steering group or task force to finalize the proposal and shepherd it through the process at the UUA. The UUA may want more proposed structure and direction than is currently outlined. Also, Allegheny should plan an internal meeting in the near future (October?), with the possibility of bringing something to the Cluster Assembly on November 16.

Sarah-Wade will contact Mark Tomlinson concerning his interest in leading these next steps in the process.

IV Adjournment

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

Kate Tomlinson adjourns the meeting and the chalice is extinguished.

Next meeting: September 28, 7:00pm at Unitarian House.

Respectfully submitted,

Donald G. Zeilman, Clerk 2019–20