

Unitarian Universalist Congregation of Grand Traverse  
Unapproved Minutes from Board of Trustees Meeting  
July 21, 2015

**Present:** Rebecca Somsel, Jerry Beasley, Shelly Burnes, Marco Cabrera,  
Nick Erber, Nick Erber, Mike McDonald, Gail Trill

**Guest:** Dorothy Cain, Leadership Development Chair

Call to Order by President Somsel at 12:30 p.m.

Check in

Chalice lighting, opening words, covenant

**Minutes**

June minutes were approved with a notation that Sunday Services will have a co-chair to be named.

The motion to approve was made by Mike McDonald, seconded by Nick Erber. Unanimous approval.

**Amendments to the Agenda**

In New Business, Rabbi Bahle added changing Music Director's title and in Old Business moving to approve the direction of the proposed Sunday schedule. Also in New Business add approval of a resolution endorsing Director of Lifespan Experience Sarah Montgomery Richards' adjunct professorship employment at Northwestern Michigan College. Motion by Jerry Beasley, seconded by Marco Cabrera, to approve changes to agenda. Unanimous approval.

**Public Comment**

There was none at this time.

**Consent Agenda**

Staff reports received from Rabbi Chava and DLE Sarah Montgomery Richards.

The Rabbi Chava added to her report that, due to the number of recent drug events in the area, she has contacted the prosecutor and others to promote an all clergy meeting in August to form a drug response initiative.

Finance Committee reports by Mike McDonald. Placement of surplus of \$15,836.48 from last year's budget was discussed.

Motion by Jerry Beasley, seconded by Nick Erber to accept consent agenda. Unanimous approval.

**Officer/Committee Reports**

None at this time

**Policy Report/Action**

Becky suggested considering a change in policy based on the Business Administrator's new duties being expanded beyond only accounting tasks; Rabbi Bahle's being B.A.'s supervisor; and the treasurer's having input in the B.A.'s annual review. This suggestion will be taken to personnel by Marco Cabrera for appropriate changes.

### **New Business**

Since the meeting on May 19, four motions were made, seconded, and unanimously approved.

1. June 19, 2015, Kay Sturgeon moved the board approve the Finance Committee's recommendation that \$1,600.00 (\$1275. + \$275. + a bit extra, just in case) for the permit process of the parking lot expansion phase 1 from the Thyllis Williams Memorial restricted Fund (2420-000-00-314). Seconded by Becky Somsel. Voted and approved on line.
2. June 21, 2015, Kay Sturgeon moved the board approve the Personnel Committee's recommendation to appoint Susan Sherman to the position of Office Administrator. Becky Somsel seconded. Motion passed.
3. July 1, 2015, Mike McDonald moved that the board of trustees approve proceeding with the new communication system with funding to come from the \$4,378.06 balance in the Reserve for Ministerial Search and the remaining \$211.94 to be allocated from the Computers and Technology budget line item 6220-700-40-000. Seconded by Marco Cabrera. No discussion. Motion passed.
4. July 1, 2015, Nick Erber moved the following people are to be removed from the list of signers for our two checking accounts: Marco Cabrera, Jerry Beasley, Kay Sturgeon, and Jan Zerbel. The following people are to be added as signers: Rebecca Somsel, Michael McDonald, and Gail Trill. We will add a VP at a later date. Seconded by Jerry Beasley. Majority voted aye. Motion passed.

New officers of the board are Rebecca Somsel, president; Gail Trill, secretary; Mike McDonald, treasurer. President Somsel recommends waiting until December or January to fill the president-elect slot so folks can get their feet on the ground and feel comfortable taking on the job. Because of the three year term, a trustee would need to serve as President Elect to move to President in year two, and Past President year three. Consider a change to policy for this concern. Becky will ask Policy to address. Motion by Marco

Cabrera, seconded by Jerry Beasley to elect the above officers. Unanimous approval.

Marco Cabrera explained the Google digital process we'll be using for board communication.

Rabbi Bahle asked to change the music director's title to Director of Music to be more consistent with other staff titles and to acknowledge the scope of the position. Motion by Mike McDonald, seconded by Jerry Beasley to make the change as requested. Unanimous approval.

Director of Lifespan Experience, Sarah Montgomery-Richards has accepted a job as adjunct teacher at NMC. Motion made by Jerry Beasley, seconded by Mike McDonald to enthusiastically endorse, acknowledge, and support Sarah's opportunity with the college. Enthusiastically unanimous approval.

Appointment of board members and congregants to committees was discussed. One board member, Marco Cabrera, and two congregants are needed for the personnel committee (one two-year term and one three-year term). The Policy Committee needs two appointed board members. Jerry Beasley and Nick Erber will serve with congregant Bonnie Mathias (two-year term). Another congregant will need to fill a two and one half year term when John Hoffmann's term expires. The board will communicate with the chair of the Leadership Development Committee. Chair of Leadership Development Committee, Dorothy Cain, assured us that the LDC can have recommendations for the board before our August meeting Jerry Beasley asked if it is really necessary to have two board members on the Policy Committee. . This will be discussed at the next Policy Committee meeting, called by Mary Grover (current Policy Committee member).

Mike McDonald made a motion: "I move that the board approve the Facilities Committee's recommendation to proceed with adding sixteen parking spaces at a cost not to exceed \$16,000.00." The Finance Committee recommends that funding for this project come from the Thyllis Williams' Memorial Fund. Seconded by Gail Trill. Additional information that is not part of the motion: The Facilities Committee has received an acceptable bid of \$15,560 from Team Elmer's, a reputable local firm. A copy of Team Elmer's bid is attached. The Facilities Committee is pursuing getting a second bid prior to making a final decision on vendors and will keep us informed if they should choose a vendor other than Team Elmer's.

Approval at this time allows the committee to accept the bid and get on Elmer's schedule for completion of the blessing of the tar by September. The motion passed unanimously.

Mike McDonald made a motion: "I move that the Board approve the following recommendation from the Finance Committee regarding distribution of the year-end surplus from the 2014-15 fiscal year:

- \$9,000.00 to be allocated to "Prior year carryover" in the 2015-16 Budget as already approved.
- \$6,836.48 to be allocated to "Operations Contingency Reserve" (cleaning service)

Nick Erber seconded the motion. Unanimous approval.

Members of the board signed up for closing words and monthly Beacon articles.

Rabbi Bahle updated the board on the newly re-formed Program Council. Twenty-two people met to discuss what Program Councils can do and what's working for UUCGT right now. The group will meet next in August to define the scope of the Program Council and determine a regular meeting time.

Jerry Beasley made and Nick Erber seconded a motion to approve the direction of the Proposed Sunday Schedule. Unanimous approval.

President Somsel reported that copyright documents are in Maura Brennan's hands presently. She will examine them closely prior to implementation.

The board retreat will be the afternoon following the August board meeting.

Next meeting:

- August 18, in the sanctuary. Bring a writing "table" or lap!
- Pictures with Beryl 12:00 noon-12:30 p.m.
- Meeting 12:30-2:00 p.m.
- Retreat with Rabbi Chava 2:20-4:30 p.m.

August Closing Words: Nick September Beacon Article: Marco

Respectfully submitted,  
Gail Trill, Secretary