

**Unitarian Universalist Congregation of Grand Traverse
Board of Directors Meeting
March 18, 2014**

Present: Richard Miller, Betsy Emdin, Jan Geht, Janet Zerbel, Sally Mitchell, Marco Cabrera, Rev. Cassie Howe
Absent: Karl Love
Guest: MaryAnn Force

Call to Order: 7:00 p.m.

Reading of Board Covenant; Check in

Additions/changes to the agenda:

Richard suggested moving Mary Ann Force's committee report to top of agenda for her convenience.

Mary Ann's report on progress of the committee working on UUCGT's 50th anniversary celebration - The committee members are Beryl Striewski, Peg Kaufman, David and Judy Halsted. The celebration, on May 18, will comprise the entire service that day and will include a meal afterwards. Sarah Montgomery and Mary Kiner are planning a menu and will prepare the food. Nancy Flanagan will provide music for the service and Mercedes Kimling for the luncheon. Peg will write a history. Invitations will go out to several people who have been important to the UUCGT community through the years including Emmy Lou Belcher, Kevin Tarsa, Karen McCarthy, Rabbi Chava, Clarence Tropa and others. Work is ongoing, including publicity, decorations, possible need to rent tables and chairs. Richard assured MaryAnn of financial support for a very special celebration.

Consent Agenda:

Jan moved to approve and Betsy seconded. Motion passed.

February Minutes

Treasurer's Report

Minister's Report

Pending Business:

Calendar Development –

There was an extensive discussion regarding a date conflict. The Annual Congregational Meeting was scheduled for May 18 to allow at least 10 days for the budget, by-laws and slate of candidates to be available to congregation before the meeting during which the vote will take place. Having the 50th anniversary celebration scheduled for that date means a change must be made. Since Mother's Day is the week before the 18th and Memorial Weekend is the week after, those dates are not appropriate for the meeting. May 4 doesn't allow enough time for pledge money to be incorporated into a proposed budget. Sally moved that the meeting be held the first Sunday of June. Janet seconded. Votes were 5 in favor and 1 abstention. The motion passed. In his Beacon column, Richard will explain why the Board had, regrettably, to make the change.

Date for Spring Board Retreat-

Marco will survey the Board members for acceptable date, possibly a Friday afternoon.

Date for Board/Rabbi Chava meeting –

Rabbi Chava requested an informal meeting with the Board in May for the purpose of firming up her start date, planning for the transition, mapping out a media plan and sharing observations/delights/concerns from candidating week. Jan suggested she meet with the outgoing and incoming boards together in June. Cassie suggested she be made aware that there will be a new board July 1, in place when she starts. Richard said he will make her aware and then let her decide when and with whom she would like to meet.

Stewardship Campaign -

Request for wider access to pledge documents. Marco reported a need for some individuals who help with the campaign to be able to handle pledge documents in order to assist with clerical chores. As it stands, chairpeople are the only ones allowed by policy to see that information. Jan suggested access be limited to Linda because it is sensitive information. It is no longer an issue for this year but needs to be addressed for coming years. Jan moved that we defer decision for next board's consideration. Betsy seconded. Marco abstained; motion passed.

Safe Congregation Response Team –

Regarding appointments & qualifications: The Board set up an interim response team but needs to act on appointment of a permanent safe response team. Cassie said there's a question of process. Does the Board take responsibility for coming up with qualifications or appoint others to do it? Jan moved the interim team suggest a list of candidates to serve on permanent safe response *team in compliance with section 5 of Safe Congregation Policy*. Sally seconded. Motion carried.

Cassie noted that the Interim Safety Plan (VI of the Safe Congregation Policy) is more general and Permanent Safety Plan much more specific. (p. 15 #2 - the words "must".) We need to protect all people involved. Jan moved the policy be suspended until the Board revisits it. In the meantime request the interim response team use best judgment reporting abuse, actual or potential. Seconded by Marco. Discussion - Did the Board approve the whole, "melded" policy? It was approved but charged the task force with modifying it, so need to approve the final product. There are, effectively, 2 policies being referred to as 1 and there's a conflict. After discussion, Jan withdrew his first motion and moved that Judy Myers and the Safe Congregation task force review the entire safe congregation policy and a) incorporate the child policy into the congregation policy, not as a separate policy; b) revise Abuse Reporting Procedures to allow for response team to use its best judgment to comply with 1975 MI child protection law. Seconded by Marco. passed unanimously Cassie will communicate with Judy Myers.

Staff title change –

Cassie questioned the process for changing Leslie's title from accountant to administrator. The Board has approved the change but without a date. Reportedly, Karl assumed it would start in July. Is there a time line for growing the position? Cassie said as congregation grows, the position will. Is Leslie still accountant until July 1, or is she administrator? The change should be in place before Rabbi Chava starts so she has the needed support in that area. Jan suggested the Personnel Committee report to the Finance Committee for approval. Richard will bring it to Personnel Committee for start date and hours.

New Business:

Anniversary Celebration: moved to top of agenda

Announcements:

Minister Evaluation –

Must be done by the Board in entirety. May be done via Google Drive. Cassie needs this because her status is "preliminary fellowship", looking ahead to "final fellowship" under UUA - Ministerial Fellowship Committee.

Board "Packet" Process –

Work will be ongoing to make the Google Drive process work.

Deadline for documents –

Thursday, publish Fri. before Tues. Board meeting

Next Meeting -

Tuesday, April 15, 2014, 7:00 - 9:00 pm

Closing words - Betsy, with Marco as backup if needed

Extinguish chalice and Closing Words –

Sally read from Romans

Adjournment - 9:42 p.m.

Respectfully submitted
Janet Zerbel, secretary