

Unitarian Universalist Congregation of Grand Traverse
Board of Trustees Meeting
March 17, 2015

Present: President Marco Cabrera, Vice-President Jerry Beasley, Secretary Jan Zerbel,
Trustees: Richard Miller, Becky Rabbi Chava
Absent: Treasurer, Kay Sturgeon

Guests: Mike McDonald, Dave Halsted - Facilities Committee, Maura Brennan, Dottie Cain -
LDC

Call to order: 10:05

Check-in

Chalice lighting, Opening Words: Board covenant

Minutes:

February minutes - Becky moved to accept. Jerry seconded. Passed unanimously

Additions/Changes to Agenda

Professional expenses - under officer/committee reports
Add Covenant of Conduct under Business (if time permits)

Public Comment: none

Consent Agenda:

Staff Report
Finance Committee Reports
President's Report (see Addendum 1)

Becky moved to accept. Richard seconded. Motion passed unanimously.

Officer/Committee Reports:

Nancy Flanagan plans to attend UU Musicians Network conference. Cost is over \$1,000 so needs Board approval. Jerry moved to approve expenditure of up to \$2,000 pending approval of Business Administrator. Seconded by Becky. passed unanimously

Facilities Report on Parking and Seating Task Force

Dave Halsted reported concern about how to act on the Feb. Board motion that a task force be established under and by the Facilities Committee for the purpose of guiding investigation and coordination of inter-committee communication and responsibility for the meeting of the physical growth needs of our congregation. Marco answered that Board approval is not needed regarding makeup of the Task Force so Facilities Committee may move forward with that.

Policy:

Copyright issue recommendation

Becky expressed gratitude to Maura Brennan, Marcelo Betti, Chuck Judson, Sheila Eddy for their pro bono work on the issue that resulted in the Copyright Report for our congregation.

Maura - The report was influenced by Sheila's work. The idea is that Sunday Services Committee would go through the procedure outlined in the report for getting copyright permission.

Marco expressed concern that music director doesn't have enough time to do all that is required for music copyright permissions. Several solutions were discussed for that and for other areas of copyright permission. Getting speakers' permission ahead of time a good idea. UU media collaborative another possible resource.

Chava expressed gratitude for all the work done on this and stated that we're being scrupulous on the issue.

Becky moved to approve the Copyright Task Force's "Copyright Report 3.13.15" with thanks and gratitude to Maura Brennan and Marcelo Betti for their time and legal wisdom. Richard seconded.

Discussion - How do we get back in public (with CD's, etc.) Marco is working on editing existing CD's. He needs volunteers, possibly from Communications Committee, to do more work on this. Becky will write an article for the Beacon on this. Maura will meet with SSC on the issue.

Marco suggests a task force to do the actual work of getting copyright permissions.

Motion passed unanimously. (Will go to Policy Committee)

Policy recommendations from the Safe Congregation Response Team about leadership positions

New members of Leadership Development Committee, Safe Congregation Response Team, Personnel Committee, Pastoral Care and the UUCGT Board of Trustees should submit to a background check and sign a confidentiality agreement, thus holding them to the same safety standards as the RE teachers. They should also have been in the congregation for at least 6 months prior to acceptance to the position.

Jerry moved that we approve the recommendations with the understanding that the Policy Committee will reword it in accordance with the standards of the Policy Manual.

Seconded by Becky. After discussion of concerns the motion was amended to include that a written submission for a waiver on the 6 month requirement could be considered. The amended motion passed unanimously.

It was emphasized that people with access to data acquired through background checks will have signed confidentiality agreement, which needs to be a "holy covenant" - done with a great deal of integrity.

Business:

Jerry moved that the Board approve the modifications to the job description and name change from Congregation Administrator to Office Administrator to bring them into alignment. Becky seconded. Passed unanimously.

The Board accepted Sally Mitchell's resignation with gratitude for her service.

Richard moved that we reluctantly accept Sally's resignation. Becky seconded. Passed unanimously.

Jerry moved that we send Sally a resolution. Becky seconded. Motion passed unanimously. (See Addendum 2)

The Board discussed appointing Mike McDonald to complete Sally's term. Mike expressed willingness to do so. After further discussion, *Jerry moved that we appoint Mike to complete Sally Mitchell's term. Richard seconded. Motion passed unanimously.*

The Board discussed ways to alleviate the overly long hours (average of 80 per week) Rabbi Chava is expending as our spiritual leader. Marco shared his time study work and pointed out that Chava's time with committee meetings is the largest chunk and might be a place to start cutting back. It was pointed out that Chava's present amount of time devoted to committee meetings is beyond what spiritual leaders of many other church communities do. Discussed current priorities with Chava. Marco will meet with COM about the issue.

Public Comment: none

Extinguish chalice; closing words: Jan read from Anam Cara, A Book of Celtic Wisdom
Closing words for April meeting: Jerry
Next meeting - Tuesday, April 21, 2015 10:00 a.m. - 12:00 p.m.
Jerry moved to adjourn. Becky seconded. Passed unanimously.
Adjournment - 12:00

Respectfully submitted
Janet Zerbel, sec'y

Addendum 1

President's Report

- 1. Arts and Exhibitions (A&E) Committee Update:** The A & E has been working closely with Policy to assure that their description for the manual follows our new framework and this team is making wonderful progress towards the goal of getting art hung in the hallways as well as solidifying their place as a committee within the manual.
- 2. Audio/Visual Committee Update:** This committee feels maxed out. They have precisely enough people to get through services, but cannot do anything more. The CD Recorder is being maxed out due to the lengths of service so right now recordings are being cut off at the end. (I am working with the team on a new solution, which should be workable.) But as of right now, between copyright issues, equipment issues, and volunteer staff issues, this committee cannot move forward with the idea of online streaming.
- 3. Communications Committee (Comm Comm) Update:** Judy Weaver and Beryl Striewski approached me about what we are doing about communications. They have also spoken with Emily Mitchell (who had volunteered to start structuring the Communications Committee so we could form it). I spoke with them about where we stand on the creation of this committee, gave them the report generated by the Communications Task Force, and started to instruct them on all of the different areas that Comm Comm will start to be part of. Acknowledging the burden of this, each member chose to take a piece to assist with the construction of Comm Comm. Beryl will be organizing and providing a list of contacts for outgoing communications. And Judy will be working on how we can structure our outgoing message, and start working on outward communications. (I am extremely appreciative of this initiative as any step in this direction gets us closer.)
- 4. Policy Committee Update:** Policy committee has been working on a framework for committees to restructure their job descriptions to fit into the manual to accommodate many of our new guidelines. The team has been working with the Leadership Development Committee (LDC), the A & E, as well as Membership (I believe I heard this last one, but could be wrong) on modifying their job descriptions to work within the new framework. (I am also really excited about this.)

Addendum 2

RESOLUTION

Be it resolved that the members of the Board of Trustees of the Unitarian Universalist Congregation of Grand Traverse hereby express their warm gratitude to Sally Mitchell for her dedicated service as a Trustee and for her many years of generous and inspiring contributions to the congregation.

Approved unanimously by the Board on March 17, 2015