

**First Unitarian Society of Newton
Board of Trustees
May 18, 2010**

Present: Dede Vittori, Pat Rohan, Adrian Bishop, Alan Cody, Jonathan Lilienfeld, Barney Freiberg-Dale, Phil Davis, Susan Bartlett, Jeannie Chaisson; also present: Linda Rinearson, David Morocco, Kathy Morocco, Bill Dusett

Meeting was called to order at 7:42 PM

Invocation/Chalice Lighting

Covenant

As we, the members of this Board and staff gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Board; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

Administrative (Adrian)

- Mary Lou McArdle was nominated to be Assistant Treasurer following Ann Hartman's retirement. Passed unanimously
- Most recent governance documents should be made available on web site; Pamela will format and convert them to pdf's – copies to BOT and to Carla Erb
- Sovereign Bank expressed concern about the number of cars parked in their lot during business hours from FUSN events. Several mitigating strategies were discussed including sandwich boards and signs to inform FUSN attendees that the lot is off limits during banking hours.

DLRE Search Committee (DeDe / Phil)

- Don't have slate to announce formally as yet, but do have a number of potential members, including two members of youth group. In the process of recruiting for member at large. Search committee members will be FUSN members; if not currently, will join. Slate to be determined via email prior to Annual Meeting. Discussion re: process, as reflected in new governance structure: collaborative between Search Committee and Minister; Search Committee will make recommendations to Erin, who will do the hiring, with salary recommendations made by BOT. DeDe and Phil will prepare bio's of candidates.

Community Minister Status (Pat)

- Cheryl Lloyd is community minister. Small stipend in the budget. Cheryl started out with UU Urban ministry, then got involved in Channing School project. Principal of Channing School recently dissolved the program. So at present, Cheryl has no major assignment. Under by-laws, the Community Minister should have a covenant which should be renewed by the BOT every year, and last year it was inadvertently omitted. In addition, John is leaving and Erin is not here yet. Pat suggests we leave the funds in the budget, to be left unspent until Cheryl and Erin meet in September to determine her new role. Motion: support keeping the funds in the budget, contingent on the role's being defined by creating a new covenant with the input of the new minister. Motion carried unanimously.

Annual Budget Drive Update (David / Linda)

- Most recent numbers distributed – status is now \$18K more than we were at this time last year. Follow-up committee to contact members that had not yet been contacted. Median pledge increased by \$200 to \$1000 (not including zero pledges). June 6th dinner for visiting stewards and captains to be hosted by Laurel Farnsworth.
- What accounts for increase given the state of the economy? a) more experienced as a team; b) very strong BOT and OC; c) captain group also more experienced; d) much ground work had already been done on materials last year; e) visits, f) John's support
- Need membership coordinator!
- Much enthusiasm over new minister; several pledges increased as a direct result
- BOT support acknowledged by ABD team
- ABD team's work acknowledged by BOT

Budget overview and discussion (Bill Duset)

- Most recent budget distributed at meeting; highlights reviewed:
 - Pledge income: OC – collected \$399K in pledges as of mid-May. List of \$54k unpaid pledges from Fran; Pat gave to David and Linda to determine how much was actually collectible. Discounted \$15K to be conservative (to \$39K) – collectible. Put \$16K into pledge income for current year and project collecting \$23K as carryover into next year's budget. Included 95% of pledges received thus far for this year in next year's budget.
 - Special building use fees: conservative to account for potential of lost rent (not anticipated)
 - Cell tower going into operating budget again
 - Endowment request down (from BOI)
 - Landscaping: Laurel requested additional \$3K for memorial garden
 - Utilities: \$18K over what we spent last year; with Gulf oil spill, costs could increase.

- Computer for Erin already covered in her contract
- Membership coordinator \$9K; 20 hrs per week for 6 months
- Salary increases average 2.5%
- Motion to move \$40K from building reserve endowment fund + \$40K from major maintenance budget for to begin restoration work on the organ. Motion carried unanimously
- Final budget will be posted on web (both detailed and summary) prior to Annual Meeting.
- Process of communication between OC and BOT on budget requires streamlining
- Bill Dusett is stepping down as chair of the Finance Committee; his work was recognized
- Motion to approve the budget; motion carried unanimously.

Board Retreat Priorities Updates

- Leadership Development Committee Charter review (Adrian): Setting a broad framework – how to identify potential leaders; what constitutes training sessions; how to get information from committees; develop structure; LDC will eventually replace nominating committee and committee on committees (recruit committee chairs). Emphasize the opportunity to develop leadership skills. Motion to adopt LDC charter; motion carried unanimously.

Meeting adjourned at 10:23 pm

Respectfully submitted by Lesley Sneddon, Clerk