

Unitarian Universalist Fellowship of Manhattan
Minutes

The regularly scheduled meeting of the Board was held on Tuesday, June 9, 2015 beginning at 7 P.M.

Present were:

Katie Kingery-Page, Chair
Matt Campbell, Chair Elect
Kathleen Tanona, Past-Chair
Mark Clarke, Member-at-Large
Chris Bailey, Member-at-Large
Betty Banner, Treasurer
Jessica Sievers, Secretary
Susan Turner, Administrative Assistant

The meeting began with welcoming new board members, then everyone checking in. Susan Turner announced the upcoming Welcoming Workshop. Opening words, followed by a reading and chalice lighting in lieu of minister's report were led by Kingery-Page.

The minutes of the May 12, 2015 meeting were submitted in draft. Tanona moved and Campbell seconded approving the minutes as corrected. The motion passed by voice vote.

Old Business:

Kingery-Page reported that staff evaluations will be conducted in July for Sandy Nelson, DRE, and Sue Turner, Administrative Assistant.

Scott Tanona posted to the "UUFM Coffee and Conversation" private Facebook page a packet of information on Reverend Jonalou Johnstone. Hard copies are also available.

Highlights from the Council of Committees were reviewed.

K. Tanona reported that Nancy Haigie did Minister's Exit Interviews with the board and Reverend Michael Nelson.

DRE Report:

Sandy Nelson, DRE, is on vacation. Kingery-Page discussed the safety policy (Protection Policy for Children, Adult, and Youth, dated 2011). Background checks are completed. Updated "Designated pick-up person" list for children have been requested.

A stipend for professional development for the DRE is being considered.

Treasurer's Report:

Banner reports that not all pledges for last fiscal year have been fulfilled. There is approximately a \$4300 deficit for last fiscal year included in planning for the next budget. The new pledging model is year-round rather than via pledge drives. Scott Tanona, Stewardship, is to meet first with members enrolled in automatic debit pledges.

Insurance policy (See report):

- Annual renewal: June 22
- Current policy's premium will increase to \$4036 from \$3113
- \$799,000 for building
- \$130,00 for contents

- No recollection of any claims filed
- \$1000 Deductible could be raised to \$2500 or \$5000 (\$3475 with new policy)
- Recommend paying the premium
- Consider other options before next renewal
- The endowment is available to cover the deductible
- Kingery-Page moved to increase deductible to \$5000 for this year, Tanona seconded, motion passed by voice vote.

New Business:

Tanona mentioned topics for the August board meeting and goals for developmental ministry with Rev. Johnstone:

- Having consultant for financial matters
- Stewardship
- Facilities
- Handbook and bylaws

Kingery-Page announced the custodian will deep clean, buff and wax floors before arrival of the new minister.

Facilities requested funds for upgrading the tile flooring in the Alsop Room. Campbell is obtaining quotes. Currently, \$3000 is earmarked for aesthetic improvements (\$500 for wall-hangings). Tanona moved and Bailey seconded to use \$2500 of the earmarked money for the Alsop Room flooring upgrade.

Johnathan Mahorney, Facilities Committee, cleared out the storage closet.

Continual repairs are being made to the kitchen, with the addition of a cabinet.

Clarke provided information from the Liability Webinar (see “Board Governance Webinar” 4/23/2015). Annual training for board members is recommended. Google Docs can be used for password-protected documents, such as those on the UUFM website.

The next meeting is August 11. There will be no July board meeting, as three members will be at Midwest Leadership School. Kingery-Page moved to adjourn the meeting at 8:35 p.m. and Campbell seconded.

Respectfully submitted,

Jessica Sievers, Secretary